

[PRODUCTION COMPANY]

[DATE]

[LICENSOR NAME]

[ADDRESS]

Re: [LICENSED MATERIAL DESCRIPTION]

Dear [Licensor]:

We are producing a television program for distribution via [MEDIA VENUE]. We would like to license the material identified below on a non-exclusive basis for use in the Program on the following terms:

REQUESTED MATERIAL:

PROGRAM TITLE:

BROADCAST DATE:

LICENSE TERM: _____ years (OR IN PERPETUITY)

**METHOD OF DISTRIBUTION
AND/OR BROADCAST:**

LICENSE FEE:

CLEARANCE DEADLINE:

ADDITIONAL RIGHTS: Full advertising rights

Please indicate your approval of this usage by signing the space provided. Should you have any questions or concerns, please feel free to call me at _____, fax me at _____, or e-mail me at _____. We are under a tight deadline, so any feedback you can give at your earliest convenience would be greatly appreciated. Thank you for your consideration.

Very truly,

APPROVED:

(An Authorized Signatory)