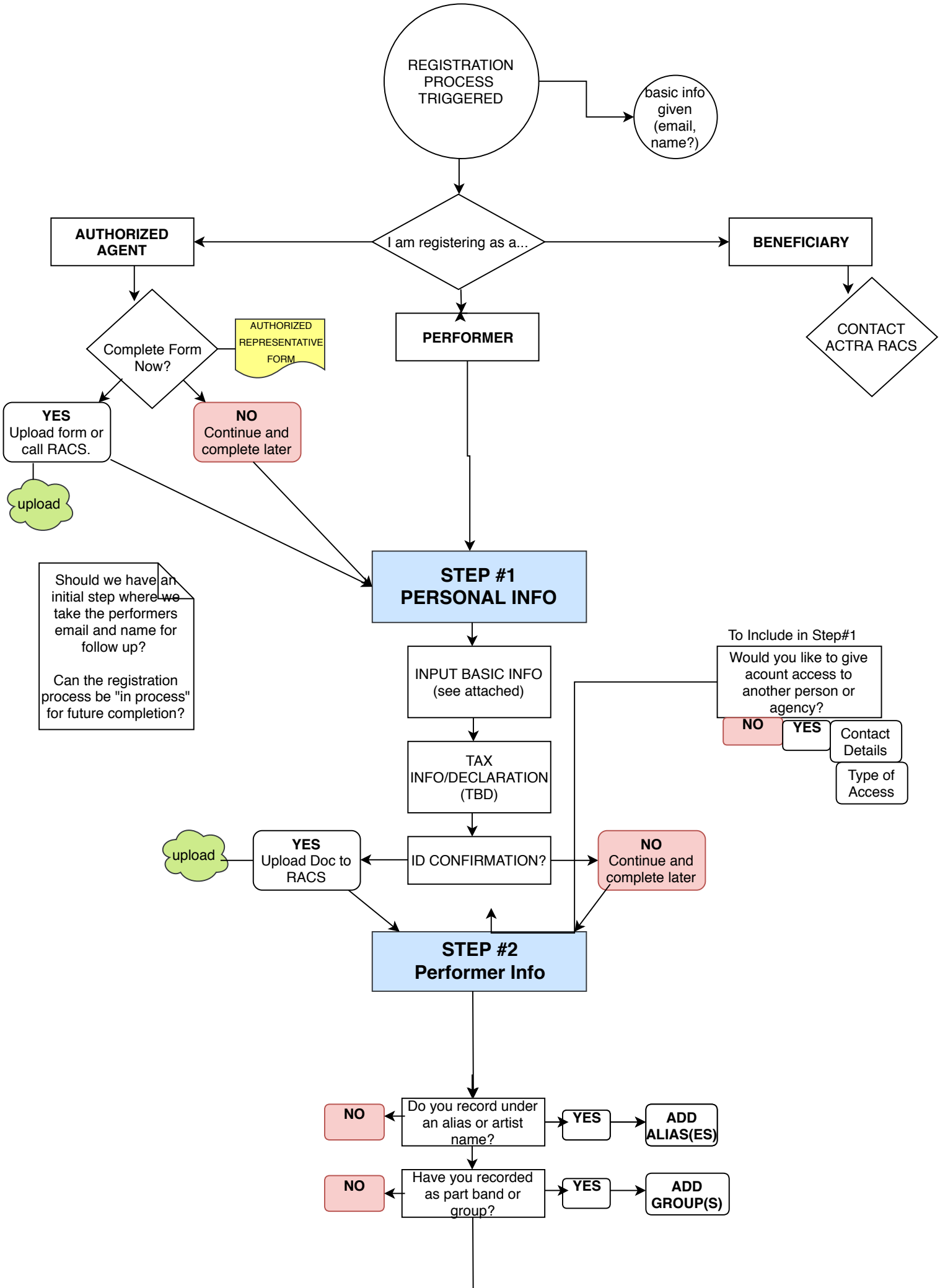
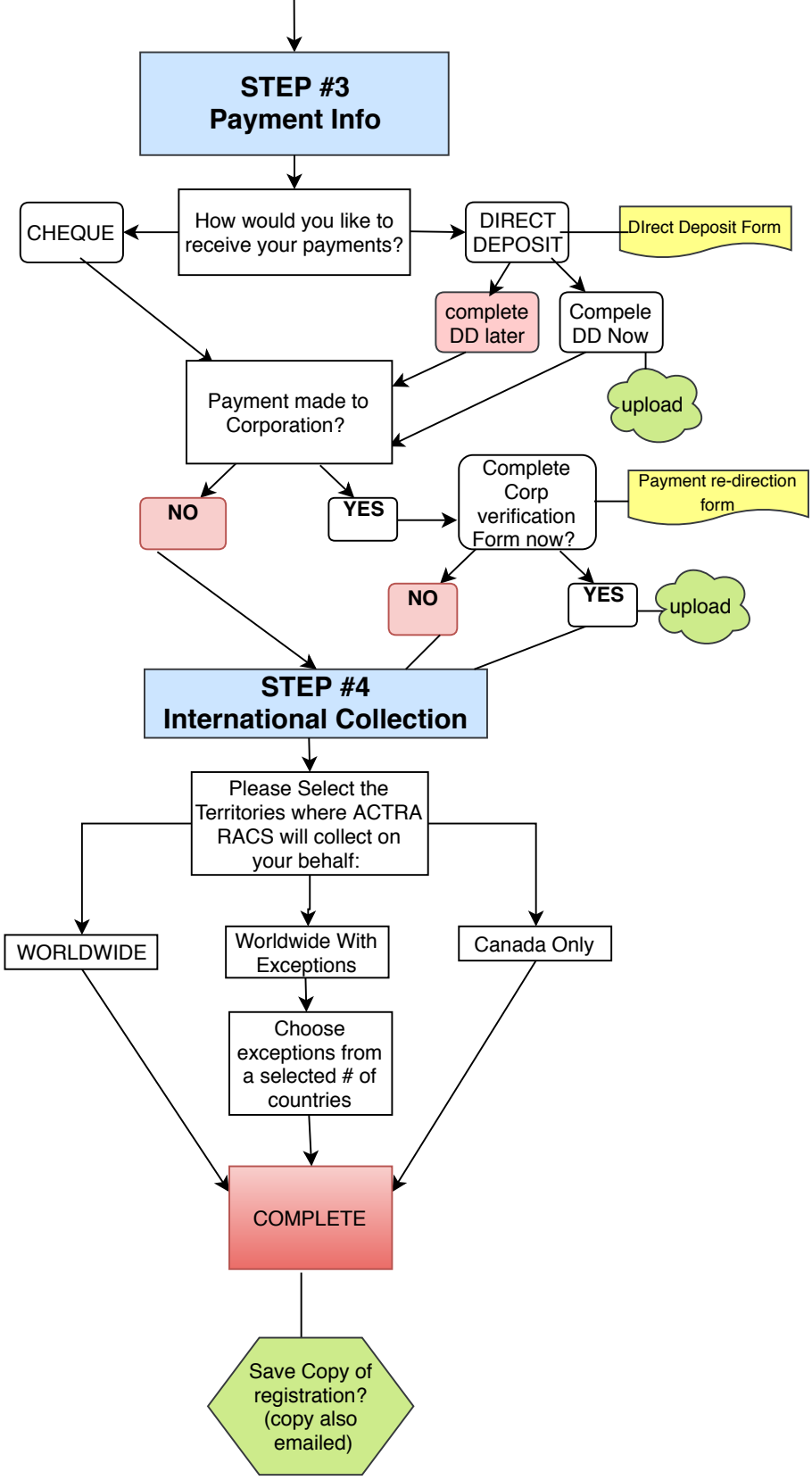

REGISTRATION PROCESS TRIGGERED
basic info given (email, name?)
I am registering as a...
AUTHORIZED AGENT
BENEFICIARY
PERFORMER
CONTACT ACTRA RACS
Complete Form Now?
AUTHORIZED REPRESENTATIVE FORM
YES Upload form or call RACS.
NO Continue and complete later
upload
Should we have an initial step where we take the performers email and name for follow up?
Can the registration process be "in process" for future completion?
STEP #1 PERSONAL INFO
INPUT BASIC INFO (see attached)
TAX INFO/DECLARATION (TBD)
ID CONFIRMATION?
YES Upload Doc to RACS
upload
NO Continue and complete later
To Include in Step#1
Would you like to give acount access to another person or agency?
NO
YES
Contact Details
Type of Access
STEP #2 Performer Info
Do you record under an alias or artist name?
NO
YES
ADD ALIAS(ES)
Have you recorded as part band or group?
NO
YES
ADD GROUP(S)


STEP #3
Payment Info
How would you like to receive your payments?
CHEQUE
DIRECT DEPOSIT
DIrect Deposit Form
complete DD later
Compele DD Now
upload
Payment made to Corporation?
NO
YES
Complete Corp verification Form now?
Payment re-direction form
NO
YES
upload
STEP #4
International Collection
Please Select the Territories where ACTRA RACS will collect on your behalf:
WORLDWIDE
Worldwide With Exceptions
Canada Only
Choose exceptions from a selected # of countries
COMPLETE
Save Copy of registration? (copy also emailed)