

**Warner Music Group - Records Retention Schedule**

**BUSINESS and LEGAL AFFAIRS**

<b>Abbreviations; CY=Current Year; E=Electronic; P=Paper</b>					
<b>Group + Code</b>	<b>Records Series Name</b>	<b>Description</b>	<b>Retention Period</b>	<b>Legal Reference</b>	<b>Media</b>
BLEG-01	Contracts & Agreements - Artist	Artist recording, all 360-related agreements (including collateral activities agreements, merchandising agreement and fan club agreements), digital download/ streaming/ burning agreements and licenses, catalog license, distribution, inter-company, joint venture, label/production, license (e.g., synchronization and sampling), master purchase, music publishing, online promotion, P&D, producer, profit-share, split profits, strategic marketing, upstream, etc.	Permanent	Industry best practice	E & P
BLEG-02	Contracts & Agreements - Intellectual Property Documents	Any documents relating to the acquisition or exploitation of intellectual or intangible property (e.g. agreements pursuant to which WMG licenses-in master recordings from third parties)	Permanent	Industry best practice	E & P
FNPI-02-Label	Contracts & Agreements - Participation Agreements	Agreements with artists that allow for a share of profits for sale of goods (music, records, merchandise) related to the artist.	Permanent	Industry best practice	E & P