

Imperial Mastering info sheet

November 2014 v. 1.2

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Thank you for choosing Colin Davis and **Imperial Mastering** as your source for high-end CD mastering! Here is some information that will help to insure that our work together goes smoothly. Most of this info is for the client, but the mixing engineer may want to look at paragraphs 1 and 2.

1. **File format.** For me to do the best work, please send me 24 bit stereo WAV files with no master fader plug ins applied. You can read more about mixing down for mastering in an article on my blog here: <http://imperialmastering.com/mixing-down-for-mastering/> Engineer: please leave room at the heads and tails of the songs and eliminate any unwanted sounds. ☺
2. **Uploading.** If at all possible, please compress your files into a zip or rar archive and upload them as a single file. This way I can receive all your files quickly and easily. If you have a favorite file sharing website that accepts large uploads just send me the link to the file after it's been uploaded. If you do not yet have a preferred site, Dropbox and We Transfer are popular and free options. If you are using an FTP for your file sharing, just send me the FTP info.
3. **CD info.** This is important. Please send me an e-mail (or Word, Text or PDF file) that tells me the **name of the band, the title of the album, and each of the song names in proper order, and your mailing address if you require a physical CD mailed to you.** Check spelling to make sure all is correct. I will include this info in the CD text fields of your CD.

If you do not require a physical CD, please send the info anyway (except address) so I can catalog your project correctly and get the proper feel for your album as I work. If receiving a physical CD and you are in the U.S., I will cover 1st class shipping. If you are outside of the U.S., shipping internationally is between 35 and 45 USD. Just let me know in advance and I will calculate the charges and let you know.

4. **Song spacing and fades info.** Please send me any info you can regarding the amount of space you would like in between your songs. If you have no preference I will use my best judgment which is usually good for most clients. If you want me to fade in or fade out any songs, or if you need any songs cross-faded, please let me know where in each song you want the fades to start and end. You can refer to the clock time or to a section of the song. Examples: "Begin the fade at 3:45 and end it at 4:10." Or, "Begin the fade after the last tom roll and end it just before the guitar stops playing", or something to this effect. Referring to

clock time is more accurate.

5. **Pricing.** Please see my pricing schedule here: <http://imperialmastering.com/cd-mastering/>
6. **Payment.** In regards to payment, I usually begin with a free test master of one song, so you will know exactly what you are getting, and then I ask for full payment before I start your project. If you have different kinds of mixes and want to hear two test masters before making payment, just ask and I will do that.

Paypal is the best option, or if you are in the U.S., a money order is great too. Just ask me for the address. If you want to use a bank-to-bank wire transfer, contact me for the info. Western European countries are often the most reliable for bank-to-bank transfers, but some other countries work fine as well - if you have the experience to know. You might want to use a friend's paypal account if you are located outside of the U.S. and don't have your own account. My Paypal e mail is colindavis@dslextreme.com Paypal charges a fee up to 3.9 percent for most transfers, and I will include this fee in the total price that I charge for your project. www.paypal.com

7. **Sound preferences.** If you have any ideas about what you want to achieve in mastering, let me know. I am very interested to hear your comments and requests. If not, that's ok too. Generally, all albums have their own unique sound and it's my job to recognize this and to make it shine, but if you have any specific requests for the way you want your master to sound, let me know.
8. **Loudness.** If you are requiring your master to be "loud", let me know. Usually I will find the place where your mix wants to sit naturally and I will bring it up to that average loudness. For most rock, pop and metal, this means that the sound will be fairly loud and comparable with other mixes on the market. For other styles such as acoustic, folk, new age, world, jazz, this may not be the case and pushing for loudness may alter the dynamics in a negative way. Generally I am familiar with most styles of music and will make a good judgment about loudness for you. When I make a test master for you this is a good time to check and make sure the average loudness level is good for your tastes.
9. **Deadlines.** If you have a deadline for your label or replication plant schedule, let me know what it is and I will work to meet your deadline. My average turn-around time is 5 days, and all projects benefit if there is more time available in case it is needed.

Thank you for taking the time to read this and for your responses! I look forward to working on your project and helping to make your musical vision come true! Please do not hesitate to contact me if you have any questions.

Colin Davis