



CONFIDENTIAL COPYRIGHT DISCLOSURE FORM

1. Please give the full name, address, telephone number, and type of business entity (i.e., individual, partnership or corporation, including state of organization or incorporation) of the copyright owner.

ANSWER:

2. What type of work is this?

work of the performing arts (musical and dramatic works, pantomimes and choreographic works, motion pictures, and other audiovisual works, including computer program screen outputs)?

sound recording?

work of the visual arts (paintings, sketches, drawings, sculptures, maps, photographs, scale models, jewelry designs, fabric designs, architectural design)?

nondramatic literary work (fiction, non-fiction, poetry, textbooks, reference works, directories, catalogs, advertising copy, compilations of information, computer program)?

if this work is a contribution to a periodical or collection of various works, please give the title of this individual contribution and the title of the collection as a whole.

3. Describe the general description of this work (i.e., instructional video tape, musical recording, lithographic print).

ANSWER:

4. Do you have a previous copyright registration or pending copyright application related to this concept in this or another country? Please give details. If the previous application/registration is U.S., then please explain the new information covered by this application.

ANSWER:

5. Have copies of this work been publicly distributed or given to another for purposes of distribution to the public? Has the work been displayed on a website? If so, please describe the circumstances, and give the date (month/day/year) when this first occurred, and the location.

Yes **Date:** ____/____/____

No

6. What is the exact title of this work?

ANSWER: _____

7. What is the full legal name of the person who actually created this work (the author)?

ANSWER: _____

8. What is the date of birth of the person who actually created this work (the author)?

ANSWER: **Date:** ____/____/____

9. What is the nation of citizenship of the person who actually created this work (the author)?

United States **Other:** _____

10. Was this work done anonymously or pseudonymously?

Yes

No

11. Was the work prepared by an employee acting within the scope of his/her employment or under a written agreement with the person who prepared the work? Were you hired as an independent contractor? Briefly state when and how you first conceived this idea (work, hobby, etc.). Please explain.

____ **Yes**

____ **No**

12. If this concept is related to your job or field of work, have you signed or made any agreements at work that give or may give your employer or another party rights to your concept or production? If so, what is the general relationship between you and the party (contractor, sub-contractor, independent contractor, Part time employee, etc.)?

____ **Yes**

____ **No**

13. Do you wish to assign the rights to this work to another individual, company, organization, etc.? Please explain briefly to whom (include full name and address) and for what reason (e.g., sale, by terms of contract, transfer agreement).

____ **Yes**

____ **No**

14. If there is more than one author, what was each author's contribution to this work (i.e., text, photography, artwork, illustrations)?

ANSWER:

15. Is there any material to be included which is the creation of another author not listed on the client information sheet? Please explain (e.g., a new performance of a song written by Mozart or a videotape of a performance of a play by Shakespeare or a collection of photographs by entrants into a photography contest). Please explain the similarity or difference in the works.

____ **Yes**

____ **No**

16. Who owns the copyright in the work? If different from the author of the work, please explain how ownership was obtained (i.e., copyright was assigned, author is the employee of the copyright owner).

____ *Applicant owns copyright as author is full-time employee and work was within scope of duties.*

____ *Applicant owns copyright as author signed written agreement assigning rights to work.*

____ *Other circumstance:* _____

17. Has this work, or an earlier version of this work, been previously registered with the Copyright Office? If so, what is the Registration No. and date of registration? Why is another registration being sought?

____ **Yes** **Registration No.** _____ **Date:** _____

New registration sought because: _____

____ **No**

18. Is this work derived, or based on, a pre-existing work? (i.e., a translation or abridgment)? If so, how does this work differ from the pre-existing work (i.e., sculpture based on a drawing)?

____ **Yes** **Difference:** _____

____ **No**

19. Does this work consist of a collection of pre-existing materials or information which you have selected from a number of sources? If so, please describe this collection (i.e., compilation of 19th century political cartoons).

Yes **Collection comprises:** _____

No

20. Do you wish to provide the Copyright Office with a license to make copies of this work for the blind and physically handicapped?

Yes

No

21. When was this work completed?

Date: ____ / ____ / ____

22. Do you have a previous copyright registration or pending copyright application related to this concept in this or another country? Please give details. If the previous application/registration is U.S., then please explain the new information covered by this application.

Yes

No

Date:

23. Is this concept the subject matter of a trademark or patent or a pending trademark or patent application in this or another country? Please give details.

ANSWER:

24. Additional information, questions or concerns you may have, or continuation of earlier answer: