



Registering Your Copyright

How to register a copyright with the Library of Congress

Sheri S. Mason, Esq.



VOLUNTEER LAWYERS
FOR THE ARTS OF MASS

Who We Are

Volunteer Lawyers for the Arts merged with the Arts & Business Council in 2008.

VLA provides legal services, advice, and educational programming to artists and cultural organizations in Massachusetts.

www.artsandbusinesscouncil.org/volunteer-lawyers-for-the-arts/

A few things before we start

There will be Q&A at the end of the presentation.

There is a question box to your right where you can submit your questions.

Today's Agenda

1. Registration Overview
2. Registration Process
3. Checking Status
4. Now What?
5. Searching Registrations

You do not need to register your
copyright to be protected.

So, why register?



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What works are protected?

- Literary works.
- Musical works, including any accompanying words.
- Dramatic works, including any accompanying music.
- Pantomimes and choreographic works.
- Pictorial, graphic and sculptural works.
- Motion pictures and other audiovisual works.
- Sound recordings; which are works that result from the fixation of a series of musical, spoken, or other sounds.
- Architectural works.

Registration Overview

Why Register?

Evidence of ownership of the work

Public Record – Notice to others

Damages

- Actual Damages
- Attorney's Fees
- Statutory Damages

Why Register?

Statutory damages!

\$750 - \$30,000 (at court's discretion)

- ▶ Willful infringers may pay up to \$150,000 per work infringed

Before an infringement suit may be filed in court, registration is necessary for works of U.S. origin.

Ways to Register Your ©

Paper:

Fill-In Form CO - 2-D barcode

Separate Paper Forms

Online:

Electronic Copyright Office (eCO)

eCO Registration overview

- eCO
- Create a Log in Account
- Registering a Claim
- Adding a Title
- Published v. Unpublished
- Author / Claimant
- Disclaiming / Limiting
- Wrapping Up the Application
- Deposit

Electronic Copyright Office (eCO)

Online Copyright Application



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Components of the online application

1. Completed application form.
2. Nonrefundable filing fee.
3. Nonreturnable deposit (copy or copies of the work being registered and “deposited” with the copyright office).

eCO

Electronic Copyright Office (eCO)

Application Fee

- ▶ \$35 for a single author who is also the sole claimant in a single work that is not made for hire
- ▶ \$55 for all other online filings.

Fastest processing time

Online status tracking

Registrations with ID material / electronic deposits (if deposit acceptable under Best Edition requirement).

Ability to upload certain categories of deposits directly into eCO as electronic files.

<http://www.copyright.gov/>

Additional Tips

- “Save for Later” button
- Make copies for your records
- Send return receipt or by certified mail
- [Circulars & Brochures](#)

CREATING AN ACCOUNT

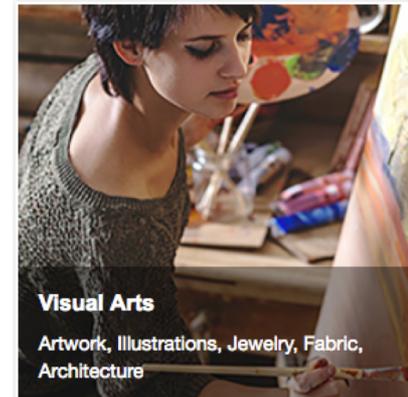


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Registration Portal

[Log in to the Electronic Copyright Office \(eCO\) Registration System](#)

Welcome to the Registration Portal. This is your starting point for all things related to the registration of copyrights. Choose a category below to find out more about the different works typically registered with the U.S. Copyright Office.



Electronic Copyright Office (eCO)
United States Copyright Office
Library of Congress

User Login

If you are a registered user, please login here.

User ID: *

Password: *

Login

[Forgot Your Password ? / Reset Your Password ?](#)

If you are a new user, click here to register.

Welcome to the Electronic Copyright Office (eCO)

You may now use this website to:

- * Register your work
- * Preregister your work if you [fulfill the requirements](#).
- * Submit electronic works to comply with a Notice for Mandatory Deposit

NOTE: *The eCO System has been confirmed for use with the Firefox browser on the Microsoft Windows 7 Operating system. Other browsers such as Internet Explorer, Chrome, Safari and Netscape (as well as out-of-date browsers) may work but potentially could show less than optimal behavior when used with the eCO System.*

To view and print documents you will need the Adobe Acrobat Reader installed on your system . ([click here to download](#)).

eCO information

The eCO Registration System will be offline every weekend from 10:00 PM Saturday until 6:00 AM Sunday (Eastern Time) for scheduled maintenance. For electronic Copyright Office (eCO) system availability and updates, go to www.copyright.gov, click on {Subscribe} at the bottom of the account , then choose Copyright eService Maintenance and Updates.

Privacy Act Notice: Sections 408-410 of title 17 of the United States Code authorize the Copyright Office to collect the personally identifying information requested on this form in order to process the application for copyright registration. By providing this information you are agreeing to routine uses of the information that include publication to give legal notice of your copyright claim as required by 17 U.S.C. § 705. It will appear in the Office's online catalog. If you do not provide the information requested, registration may be refused or delayed, and you may not be entitled to certain relief, remedies, and benefits under the copyright law.

[Take Our Survey!](#)

- If you already have an account log in with your username and password.
- If you do not have an account click to Register.

Personal Information

Please enter your information and then click on the "Next" button below.:

Salutation:

* First Name:

Middle Name:

* Last Name:

* Email:

* User ID: [User ID Help](#)

* Password: [Password Help](#)

* Verify Password:

* Challenge Question (To be used when you forget your password):

* Answer to Challenge Question (To be used when you forget your password):



Contact Information

Please provide more information about yourself.

* Address Line 1:

Address Line 2:

* City:

State:

Zip Code:

Country (if other than U.S.):

* Phone #:

Alternate Phone #:

* Preferred Contact Method:



Usage Terms

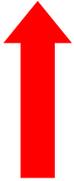
The Copyright Office does not capture credit card numbers on our servers. Credit card, debit card, and check transactions are processed through to the U.S. Government's **PAY.GOV** system. **PAY.GOV** retains the following information on their server: Customer name, address information, and information needed to process the credit card, debit card, or check transaction.

Next



Profile Confirmation

Please click Finish to complete your registration. Pressing Cancel will terminate the registration process. Thank you for registering.



Check Registration Case Status

- Open Cases
- Working Cases
- All Cases
- My Company's Cases
- Status Definitions
- Search My Cases
- My Applications
- My Company's Applications

Copyright Registration

Register a Work

- Standard Application
Recommended for Most Works

Other Registration Options

- Note: Restrictions Apply*
- Register Certain Groups of Published Works
- Register a Group of Photographs
- Register One Work by One Author
- Correct or Amplify an Existing Registration

Other Services

- Note: Substantial Fees Required*
- Preregistration of Certain Types of Work

Miscellaneous

- Use an Existing Template
- Organization/Deposit Account

Additional Copyright Services

- Access Copyright Office Information
- Ask a Question?
- Read Circulars
- Search Online Records

Electronic Copyright Office (eCO)

Welcome, Anna!

- Please disable your browser's pop-up blocker

- [What's new in eCO?](#)

- For copyright registration information, instructions, helpful tips and FAQs, [click here](#)

- If you received a Notice for Mandatory Deposit for an electronic work and need more information or help, [click here](#)

Open Cases

Query											No Records	
Case #	Status	Opened	Title	Vol/ Num/Issue	Month Year	Type of Work	Appl. Format	Appl. Form	Fee Paid	Upload Status	Closed	

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[Take Our Survey!](#)

Registering a Claim



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Pre-Registration

You may benefit IF:

Expecting infringement before release

Unfinished work

You can preregister your work *only if*:

- unpublished; and
- creation of your work has begun; and
- for commercial distribution; and
- motion picture, musical work, sound recording, computer program, book, or advertising photograph.

Check Registration Case Status

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- Working Cases
- All Cases
- My Company's Cases
- Status Definitions
- Search My Cases
- My Applications
- My Company's Applications

Copyright Registration

Register a Work
Standard Application
Recommended for Most Works

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Standard Application - Registration Process Overview

[<< Back](#) | [Start Registration](#)



The Standard Application may be used to register most works, including an original work, a derivative work, a collective work, or a compilation.

If the Copyright Office determines that your work cannot be registered with the Standard Application, your claim may be refused, or there may be delays in the examination of your claim that could require the payment of an additional fee and a later effective date of registration for your claim.

Exceptions

This application **may not** be used to register the works listed below. To register these types of works, please return to the "Home" screen and use one of the "Other Registration Options" listed on that screen.

- A group of serials, newspapers, or newsletters
- A group of contributions published in a periodical
- A group of photographs

Likewise, this application **may not** be used to register the works listed below. To register these types of works, you must complete a paper application.

- A registration for a group of updates to a non-photographic database
- A renewal registration
- Foreign works that have been restored to copyright protection
- Mask works and vessel designs

This application **may not** be used to correct an error in an existing registration, or to amplify the information given in an existing registration. For this type of request, please return to the "Home" screen and select the option for "Correct or Amplify an Existing Registration".

To Complete the Application for Registration you must:

- 1) [Provide all required information on the application form](#)
- 2) [Pay the required fee](#)
- 3) [Upload or mail-in a copy of your work](#)

[eCO Navigation Tips](#)

[Continue >>](#)

[Save For Later](#)

Links	Completed
Type of Work	
Titles	
Publication/Completion	
Authors	
Claimants	
Limitation of Claim	
Rights & Permissions	
Correspondent	
Mail Certificate	
Special Handling	
Certification	
Review Submission	

Select the entry from the dropdown list that best describes the "Type of Work" you seek to register. Read the description below and then click the box below to confirm your selection. Click "Continue" to begin the application.

Type of Work cannot be changed after you click "Continue". [Click here](#) for more information.

* Type of Work:



--Select a value in Type of Work--

[Help](#)

- * Click the box to confirm that you have read the description above and selected the entry that best describes the "type of work" you are registering.

Select the type of work you will be registering from the drop down menu.

* Type of Work:

[Help](#)



Visual Arts works include a wide range of pictorial, graphic, and sculptural works of art. This category also includes architectural works.

Examples of pictorial, graphic, and sculptural works include two-dimensional and three-dimensional works of fine, graphic, and applied art; photographs; prints and art reproductions, maps, and technical drawings. Examples of architectural works include buildings and architectural plans.

For more information about registration of pictorial, graphic, or sculptural works, please see [Circular 40](#).

* **Click the box to confirm that you have read the description above and selected the entry that best describes the "type of work" you are registering.**

Form | **Pay** | **Submit Work**

Case #: 1-6364514951
Application Format: Standard

Type of Case: Work of the Visual Arts

Date Opened: 3/9/2018 11:57:37 AM

eCO Navigation Tips

Links	Completed
Type of Work	✓
Titles	
Publication/Completion	
Authors	
Claimants	
Limitation of Claim	
Rights & Permissions	
Correspondent	
Mail Certificate	
Special Handling	
Certification	
Review Submission	

Titles

[<< Back](#) | [Continue >>](#)

[Save For Later](#)

Give the title(s) exactly as it appears on the work. If there is no title, give an identifying phrase, or state "untitled".
To enter the title(s), click "New". After you enter the title, click "Save". Repeat this process for each additional title.

[New *](#)



To edit or delete a title, click the appropriate link in the list below. When the list is complete and correct, click "Continue" to save the information and proceed to the "Publication/Completion" screen.

All Titles

Title of Work	Volume	Number	Issue Date	Type	Edit
---------------	--------	--------	------------	------	------

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After selecting the type of work, the next section is the title of the work. Click "NEW" to add the title of your work.

The Single Work Rule

Choose one form per one single work per claimant

Exception: group registrations (must meet requirements)

Select the option that best fits the work as a whole.



Literary Work



- Works of fiction, nonfiction, and poetry
- Textbooks and reference works
- Directories and catalogs
- Advertising copy
- Compilations of information
- Computer programs and databases

Work of Visual Art

- Fine, graphic, and applied art
- 2D and 3D works
- Photographs
- Prints and art reproductions
- Maps
- Technical drawings
- Architectural works

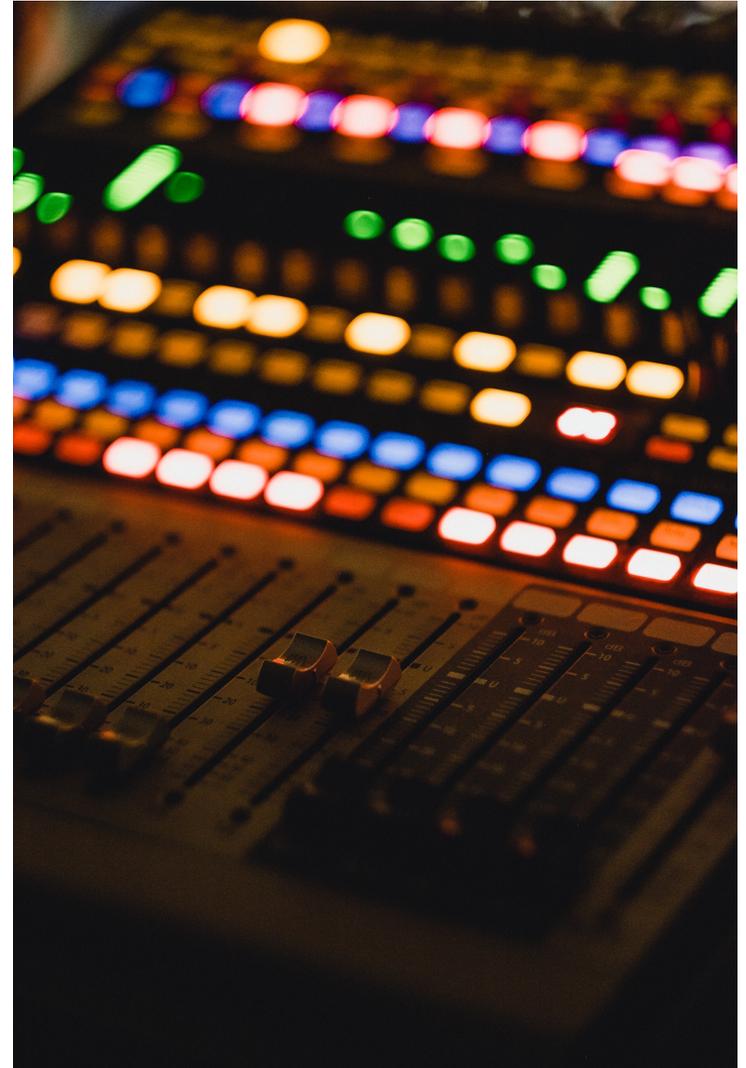


Sound Recording

Recordings of music, drama, or lectures

Protects the recording, not the underlying music.
(Works of Performing Arts)

Exception: soundtracks to a movie



Work of the Performing Arts

Works intended to be performed
for an audience

Musical compositions

(i.e. sheet music)

Motion pictures with
accompanying sound

Dramatic works

screenplay, play or other script

a choreographic work



Motion Picture/Audiovisual Work

A feature film

Animated film

Television show

Video

Videogame

Anything that uses a machine
or device to play a series of images



Single Serial Issue (Published)

Single serial issue of periodicals, newspapers, magazines, newsletters, etc.

Cannot use eCO to register a published group



Let's consider the following



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Interactive read - along book



Text of the book

The illustrations in the book

The voice of the person a child hears when pushing on the words

Video of a child reading the book.

Form | **Pay** | **Submit Work**

Case #: 1-6364514951
Application Format: Standard

Type of Case: Work of the Visual Arts

Date Opened: 3/9/2018 11:57:37 AM

Title

Save | **Cancel**

Give only one Title and Title Type at a time on this screen; then click "Save".

Step 1: Click on "[Title Type](#)" to determine the type of title.

Step 2: Select the Title Type. You must select "[Title of Work Being Registered](#)" at least once.

Step 3: Enter the title from the work that corresponds to the Title Type you selected.

Step 4: When you have finished adding all titles, Click "Save" to save the title.

*Title Type:

*Title of this work:



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Form Pay Submit Work

Case #: 1-6364514951
Application Format: Standard

Type of Case: Work of the Visual Arts

Date Opened: 3/9/2018 11:57:37 AM

Title

Save Cancel

Give only one Title and Title Type at a time on this screen; then click "Save".

Step 1: Click on "Title Type" to determine the type of title.

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Step 3: Enter the title from the work that corresponds to the Title Type you selected.

Step 4: When you have finished adding all titles, Click "Save" to save the title.

*Title Type:

*Title of this work:

1. Enter Title
2. Click Save

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Form | **Pay** | **Submit Work**

Case #: 1-6364514951
Application Format: Standard

Type of Case: Work of the Visual Arts

Date Opened: 3/9/2018 11:57:37 AM

[eCO Navigation Tips](#)

Links	Completed
Type of Work	✓
Titles	
Publication/Completion	
Authors	
Claimants	
Limitation of Claim	
Rights & Permissions	
Correspondent	
Mail Certificate	
Special Handling	
Certification	
Review Submission	

Titles

<< Back ||| **Continue >>** ||| Save For Later |||

Give the title(s) exactly as it appears on the work. If there is no title, give an identifying phrase, or state "untitled".
To enter the title(s), click "New". After you enter the title, click "Save". Repeat this process for each additional title.

||| New * |||

To edit or delete a title, click the appropriate link in the list below. When the list is complete and correct, click "Continue" to save the information and proceed to the "Publication/Completion" screen.

All Titles

Title of Work	Volume	Number	Issue Date	Type	Edit
ceramic sculpture.				Title of work being registered	

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[Take Our Survey!](#)

Title will appear here. Click Continue

Form | **Pay** | **Submit Work**

Case #: 1-6364514951
Application Format: Standard

Type of Case: Work of the Visual Arts

Date Opened: 3/9/2018

[eCO Navigation Tips](#)

Publication/Completion

[<< Back](#) | [Continue >>](#)

[Save For Later](#)

Links	Completed
Type of Work	✓
Titles	✓
Publication/Completion	
Authors	
Claimants	
Limitation of Claim	
Rights & Permissions	
Correspondent	
Mail Certificate	
Special Handling	
Certification	
Review Submission	

Publication results from the distribution of copies of a work to the public by sale or other transfer of ownership, or by rental, lease, or lending. A work is also "published" if there has been an offering to distribute copies to a group of persons for purposes of further distribution, public performance, or public display. A public performance or display does not, by itself, constitute "publication".

For information on the publication of works online, click [here](#). Indicate whether this work has been published by selecting either "yes" or "no" from the drop down list below.

* Has this work been published?:



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[Take Our Survey!](#)

Published v. Unpublished

Unpublished

You may register unpublished works as a collection on one application with one title for the entire application if certain conditions are met. It is not necessary to list the individual titles in your collection.

Published

Published works may only be registered as a collection if they were actually first published as a collection and if other requirements have been met.

Published v. Unpublished



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Is the work Published?

Form Pay Submit Work

[eCO Navigation Tips](#)

Links	Completed
Type of Work	✓
Titles	✓
Publication/Completion	
Authors	
Claimants	
Limitation of Claim	
Rights & Permissions	
Correspondent	
Mail Certificate	
Special Handling	
Certification	
Review Submission	

Case #:

Type of Case:

Publication / Completion

<< Back ||| Continue >>

||| Save For Later |||

Publication results from the distribution of copies of a work to the public by sale or other transfer of ownership, or by rental, lease, or lending. A work is also "published" if there has been an offering to distribute copies to a group of persons for purposes of further distribution, public performance, or public display. A public performance or display does not, by itself, constitute "publication".

For information on the publication of works online, click [here](#). Indicate whether this work has been published by selecting either "yes" or "no" from the drop down list below.

* Has this work been published?

Yes
No

Legal Definition

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Publication – what is it?

Public distribution of copies for sale, lease or lending or offering to distribute copies

Public distribution of copies through the Internet

A public performance or display of a work does not of itself constitute publication. However, distribution of copies for the purpose of public display or performance may.

Unpublished Work

Copyright United States Copyright Office

Home | | My Profile | Help | Contact Us | Log Out | COPYRIGHT HOME

Case #: 1-6364514951 Type of Case: Work of the Visual Arts Date Opened: 3/9/2018
Application Format: Standard

Form Pay Submit Work

[eCO Navigation Tips](#)

Links	Completed
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Special Handling	
Certification	
Review Submission	

Publication/Completion

<< Back ||| Continue >> ||| Save For Later |||

Has this work been published?: No ▾

*Year of Completion (Year of Creation): yyyy

If you have **Preregistered** your work under 17 U.S.C 408 (f) (and received a Preregistration the PRE prefix), give the Preregistration number here. Click [here](#) for further information about Preregistration.

Preregistration Number:

Click "Continue" to save the information and proceed to the "Authors" screen.

If you Select "No"

Enter Date of completion

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[Take Our Survey!](#)

Published Work

Copyright United States Copyright Office COPYRIGHT HOME

Home | | My Profile | Help | Contact Us | Log Out

Form | Pay | **Submit Work**

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Application Format: Standard

[eCO Navigation Tips](#)

Links	Completed
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Mail Certificate	
Special Handling	
Certification	
Review Submission	

Publication/Completion

<< Back ||| ||| Continue >> ||| Save For Later |||

Published work?: Yes

* Year of Completion (Year of Creation): YYYY * Nation of First Publication: Help

* Date of First Publication MM/DD/YYYY Help International Standard Number Type: Help

International Standard Number:

If you have **Preregistered** your work under 17 U.S.C 408 (f) (and received a Preregistration Number beginning with the PRE prefix), give the Preregistration Number here. Click [here](#) for further information about Preregistration.

Preregistration Number:

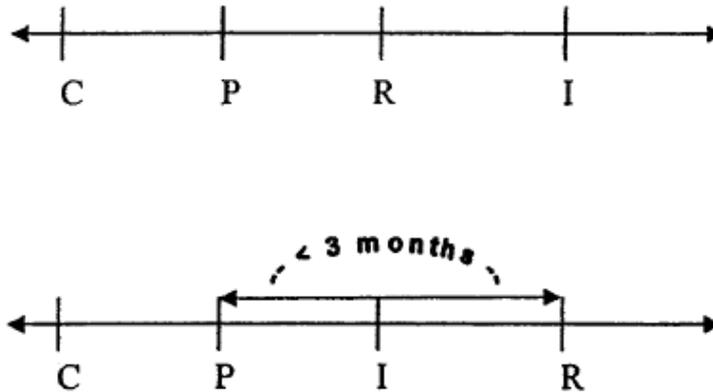
Click "Continue" to save the information and

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If you select yes, enter Publication Date
Nation of Publication

Why it is important?

Statutory damages and attorney fees are available



If registered within 3 months of publication

OR after publication and anytime before infringement

Authors / Claimants



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Add Author

Copyright United States Copyright Office

Home | | My Profile | Help | Contact Us | Log Out

Case #: 1-6364514951 Type of Case: Work of the Visual Arts Date Opened: 3/9/2018 11:57:37 AM

Application Format: Standard

Form Pay **Submit Work**

[eCO Navigation Tips](#)

Authors

<< Back **Continue >>** Save For Later

Name the author(s) of the work being registered, and give the requested information. Generally, the application should name all the authors of the authorship being registered.

Click "New" to add an author, or, if you are an author and your name appears in the User Profile for this account, click "Add Me".

After you enter the author information, click "Save". Repeat this process for each additional author.

New * Add Me

To edit or delete an author, click the appropriate link in the list below. When the list is complete and correct, click "Continue" to save the information and proceed to the "Claimants" screen.

Authors **No Records**

Name	Organization Name	Work For Hire	Anonymous	Pseudonym	Edit	Delete
------	-------------------	---------------	-----------	-----------	------	--------

Privacy Act Notice: Sections 408-410 of title 17 of the United States Code authorize the Copyright Office to collect the personally identifying information requested on this form in order to process the application for copyright registration. By providing this information you are agreeing to routine uses of the information that include publication to give legal notice of your copyright claim as required by 17 U.S.C. § 705. It will appear in the Office's online catalog. If you do not provide the information requested, registration may be refused or delayed, and you may not be entitled to certain relief, remedies, and benefits under the copyright law.

[Take Our Survey!](#)

Authors/Claimants/Owner

Author	Original creator of the work <u>OR</u> Author under the Work for Hire Doctrine
Claimant	The original author Owner of all transferred (c) rights.
Owner	Someone who owns the copyright in only part of the authorship can't be a "claimant"

Is the work a WFH?

Electronic Copyright Office (eCO) - Windows Internet Explorer

https://eco.copyright.gov/eService_enu/start.swe?SWECmd=GotoView&SWEView=LC+Authors+Default+Detail+View

File Edit View Favorites Tools Help AVG Yahoo! Search Search Total Protection AVG Info Get More

Electronic Copyright Office (eCO)

Copyright United States Copyright Office

Home My Profile Contact Us Help Log Out

Authors

|| Save || || Cancel ||

Author's Name Give either an individual name OR an organization name, but not both. An author is a person who actually created the contribution, unless the contribution was "Made for hire" in which case the **employer** is the author. Either citizenship/domicile of the author is also required.

Individual author: OR **Organization:**

First Name: John Organization Name:

Middle Name:

Last Name: Doe

Is this author's contribution a work made for hire?:

* Citizenship: United States [Help](#)

* Domicile: United States [Help](#)

Doing Business as: [Help](#)

Year of Birth: [Help](#)

Year of Death: [Help](#)

Anonymous: [Help](#)

Pseudonymous: [Help](#)

Pseudonym: [Help](#)

WFH?

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Internet 100%

Form Pay **Submit Work**

Case #: 1-6364514951
Application Format: Standard

Type of Case: Work of the Visual Arts

Date Opened: 3/9/2018 11:57:37 AM

Authors



Author's Name Give either an individual name OR an organization name, but not both. An author is a person who actually created the contribution, unless the contribution was "[Made for hire](#)" in which case the **employer** is the author. Either citizenship/domicile of the author is also required.

Individual Author: **OR**

Organization:

First Name:

Organization Name:

Middle Name: [Help](#)

Last Name:

Is this author's contribution a work made for hire?:

* **Citizenship:** [Help](#)

Anonymous: [Help](#)

OR

Pseudonymous: [Help](#)

* **Domicile:** [Help](#)

Pseudonym: [Help](#)

Year of Birth:

Year of Death:

Privacy Act Notice: Sections 408-410 of title 17 of the United States Code authorize the Copyright Office to collect the personally identifying information requested on this form in order to process the application for copyright registration. By providing this information you are agreeing to routine uses of the information that include publication to give legal notice of your copyright claim as required by 17 U.S.C. § 705. It will appear in the Office's online catalog. If you do not provide the information requested, registration may be refused or delayed, and you may not be entitled to certain relief, remedies, and benefits under the copyright law.

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Work for Hire

Work created by an employee within the scope of his or her employment.

Certain specifically commissioned or ordered works

If both parties sign a contract agreeing that the work is WFH AND it falls into the specifically listed nine categories.



Content of your work

Copyright
United States Copyright Office

Home |  My Profile | Help | Contact Us | Log Out |

Case #: 1-6364514951 Type of Case: Work of the Visual Arts Date Opened: 3/9/2018 11:57:37 AM
Application Format: Standard

Form Pay Submit Work

Authors

Check the appropriate box(es) to indicate the author's contribution.

* Author Created:

Photograph [Help](#) Jewelry design [Help](#) Map [Help](#)
 2-D artwork [Help](#) Sculpture [Help](#) Architectural work [Help](#) Technical Drawing [Help](#)

Other:

Privacy Act Notice: Sections 408-410 of title 17 of the United States Code authorize the Copyright Office to collect the personally identifying information requested on this form in order to process the application for copyright registration. By providing this information you are agreeing to routine uses of the information that include publication to give legal notice of your copyright claim as required by 17 U.S.C. § 705. It will appear in the Office's online catalog. If you do not provide the information requested, registration may be refused or delayed, and you may not be entitled to certain relief, remedies, and benefits under the copyright law. [Take Our Survey!](#)

Do not check boxes for content of others

Select your contribution to the work

Remember our interactive book?



VOLUNTEER LAWYERS
FOR THE ARTS OF MASS

Interactive read - along book



Text of the book

The illustrations in the book

The voice of the person a child hears when pushing on the words

Video of a child reading the book.

Claimants

Follow similar steps to add a claimant

Claimant is the person claiming the copyright ownership

Assignment, will/inheritance

May be same or different from author

Copyright United States Copyright Office COPYRIGHT HOME

Home | | My Profile | Help | Contact Us | Log Out

Form | Pay | **Submit Work**

Case #: 1-6364514951 Type of Case: Work of the Visual Arts Date Opened: 3/9/2018 11:57:37 AM
Application Format: Standard

[eCO Navigation Tips](#)

Links	Completed
Type of Work	✓
Titles	✓
Publication/Completion	✓
Authors	✓
Claimants	
Limitation of Claim	
Rights & Permissions	
Correspondent	
Mail Certificate	
Special Handling	
Certification	
Review Submission	

Claimants << Back ||| Continue >> ||| Save For Later |||

Please identify the [copyright claimant\(s\)](#) in this work. The author is the original copyright claimant. The claimant may also be a person or organization to whom copyright has been transferred.

To be named as a claimant by means of a transfer, a person or organization must own [all rights](#) under the [U.S. copyright law](#).

In addition, a claimant must own the copyright in [all the authorship](#) covered by this registration.

Click "New" to add a claimant, or, if you are a claimant and your name appears in the User Profile for this account, click "Add Me" to add your name and address into the claimants list.

After you enter the claimant information, click "Save". Repeat this process for each additional claimant.

||| New * ||| **||| Add Me |||**

To [edit](#) or [delete](#) claimants, click the appropriate link in the list below. When the list is complete and correct, click "Continue" to save the information and proceed to the "Limitation of Claim" screen.

Claimants No Records

Name	Organization Name	Transfer Statement	Address	Edit	Delete
No Records					

Privacy Act Notice: Sections 408-410 of title 17 of the United States Code authorize the Copyright Office to collect the personally identifying information requested on this form in order to process the application for copyright registration. By providing this information you are agreeing to routine uses of the information that include publication to give legal notice of your copyright claim as required by 17 U.S.C. § 705. It will appear in the Office's online catalog. If you do not provide the information requested, registration may be refused or delayed, and you may not be entitled to certain relief, remedies, and benefits under the copyright law.

[Take Our Survey!](#)

Form | **Pay** | **Submit Work**

Case #: 1-6364514951
Application Format: Standard

Type of Case: Work of the Visual Arts

Date Opened: 3/9/2018 11:57:37 AM

Claimants

Save | **Cancel**

Claimant's Name Give either an individual name OR an organization name, but not both.

Individual Claimant:	OR	Organization:
* First Name: <input type="text"/>		* Organization Name: <input type="text"/>
Middle Name: <input type="text"/> Help		
* Last Name: <input type="text"/>		
* Address 1: <input type="text"/>		State: <input type="text" value="-Select-"/>
Address 2: <input type="text"/>		Postal Code: <input type="text"/>
* City: <input type="text"/>		Country: <input type="text" value="-Select-"/>

If any claimant is not an author, you must include a [transfer statement](#) showing how the claimant obtained the copyright.

Transfer Statement:

Transfer Statement Other:

Privacy Act Notice: Sections 408-410 of title 17 of the United States Code authorize the Copyright Office to collect the personally identifying information requested on this form in order to process the application for copyright registration. By providing this information you are agreeing to routine uses of the information that include publication to give legal notice of your copyright claim as required by 17 U.S.C. § 705. It will appear in the Office's online catalog. If you do not provide the information requested, registration may be refused or delayed, and you may not be entitled to certain relief, remedies, and benefits under the copyright law.

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Disclaimers / Limitations on submitted material



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FOR THE ARTS OF MASS

Disclaiming/Limiting

Copyright United States Copyright Office COPYRIGHT HOME

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Form Pay **Submit Work**

Case #: 1-6364514951 Type of Case: Work of the Visual Arts Date Opened: 3/9/2018
Application Format: Standard

Limitation of Claim

<< Back ||| Continue >> ||| Save For Later |||

Links	Completed
Type of Work	✓
Titles	✓
Publication/Completion	✓
Authors	✓
Claimants	✓
Limitation of Claim	
Rights & Permissions	
Correspondent	
Mail Certificate	
Special Handling	
Certification	
Review Submission	

Complete this screen to [limit your claim](#) if this work contains or is based on previously registered material, previously published material, material in the public domain or material not owned by this claimant. The purpose of this section is to exclude such material from the claim and identify the new material upon which the present claim is based.

If your work does not contain any preexisting material, click "Continue" to proceed to the Rights and Permissions screen.

Material Excluded:	Previous Registration:	New Material Included:
<input type="checkbox"/> 2-D Artwork	1st Prev. Reg. #: <input type="text"/>	<input type="checkbox"/> 2-D Artwork
<input type="checkbox"/> Photograph	Year: <input type="text"/>	<input type="checkbox"/> Photograph
<input type="checkbox"/> Jewelry design		<input type="checkbox"/> Jewelry design
<input type="checkbox"/> Architectural work	2nd Prev. Reg. #: <input type="text"/>	<input type="checkbox"/> Architectural work
<input type="checkbox"/> Sculpture	Year: <input type="text"/>	<input type="checkbox"/> Sculpture
<input type="checkbox"/> Technical Drawing		<input type="checkbox"/> Technical Drawing
<input type="checkbox"/> Map		<input type="checkbox"/> Map
Other: <input type="text"/>		Other: <input type="text"/>

Privacy Act Notice: Sections 408-410 of title 17 of the United States Code authorize the Copyright Office to collect the personally identifying information requested on this form in order to process the application for copyright registration. By providing this information you are agreeing to routine uses of the information that include publication to give legal notice of your copyright claim as required by 17 U.S.C. § 408. It will appear in the Office's online catalog. If you do not provide the information requested, registration may be refused or delayed, and you may not be entitled to certain relief, remedies, and benefits under the copyright law.

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Created by others

Created by you

Wrapping Up the Application



VOLUNTEER LAWYERS
FOR THE ARTS OF MASS

Rights and Permissions

Form Pay **Submit Work** Case #: 1-6364514951 Type of Case: Work of the Visual Arts Date Opened: 3/9/2018 11:57:37 AM
 Application Format: Standard

[eCO Navigation Tips](#)

Rights & Permissions Information (Optional)

Links	Completed
Type of Work	✓
Titles	✓
Publication/Completion	✓
Authors	✓
Claimants	✓
Limitation of Claim	✓
Rights & Permissions	
Correspondent	
Mail Certificate	
Special Handling	
Certification	
Review Submission	

You may provide contact information for a person and/or organization to be contacted regarding copyright management information or permission to use this work.

Important: If you prefer not to provide personally identifying information, you may list a third party agent or a post office box.

<p>Individual:</p> <p>First Name: <input type="text"/></p> <p>Middle Name: <input type="text"/></p> <p>Last Name: <input type="text"/></p> <p>Email: <input type="text"/></p> <p>Phone: <input type="text"/></p> <p>Alternate Phone: <input type="text"/></p>	<p>Organization:</p> <p>Organization Name: <input type="text"/></p> <p>Address 1: <input type="text"/></p> <p>Address 2: <input type="text"/></p> <p>City: <input type="text"/></p> <p>State: <input type="text" value="-Select-"/></p> <p>Postal Code: <input type="text"/></p> <p>Country: <input type="text" value="-Select-"/></p>
--	---

Privacy Act Notice: Sections 408-410 of title 17 of the United States Code authorize the Copyright Office to collect the personally identifying information requested on this form in order to process the application for copyright registration. By providing this information you are agreeing to routine uses of the information that include publication to give legal notice of your copyright claim as required by 17 U.S.C. § 705. It will appear in the Office's online catalog. If you do not provide the information requested, registration may be refused or delayed, and you may not be entitled to certain relief, remedies, and benefits under the copyright law.

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Correspondent

Copyright United States Copyright Office COPYRIGHT HOME
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Form | **Pay** | **Submit Work** Case #: 1-6364514951 Type of Case: Work of the Visual Arts Date Opened: 3/9/2018 11:57:37 AM
Application Format: Standard

Correspondent

[<< Back](#) | [Continue >>](#) | [Add Me](#) | [Save For Later](#)

This is the person the Copyright Office will contact if it has questions about this application. Completion of the name, email address and correspondence address is mandatory.

Individual: * First Name: <input type="text"/> Middle Name: <input type="text"/> * Last Name: <input type="text"/> * Email: <input type="text"/> Phone: <input type="text"/> Alternate Phone: <input type="text"/> Fax: <input type="text"/>	Organization: Organization Name: <input type="text"/> * Address 1: <input type="text"/> Address 2: <input type="text"/> * City: <input type="text"/> State: <input type="text"/> Postal Code: <input type="text"/> Country: <input type="text"/>
--	--

Links	Completed
Type of Work	✓
Titles	✓
Publication/Completion	✓
Authors	✓
Claimants	✓
Limitation of Claim	✓
Rights & Permissions	✓
Correspondent	
Mail Certificate	
Special Handling	
Certification	
Review Submission	

Privacy Act Notice: Sections 408-410 of title 17 of the United States Code authorize the Copyright Office to collect the personally identifying information requested on this form in order to process the application for copyright registration. By providing this information you are agreeing to routine uses of the information that include publication to give legal notice of your copyright claim as required by 17 U.S.C. § 705. It will appear in the Office's online catalog. If you do not provide the information requested, registration may be refused or delayed, and you may not be entitled to certain relief, remedies, and benefits under the copyright law.

[Take Our Survey!](#)

Enter the name of the person who you want the Copyright Office to contact if they have an issue with your registration.

Mail Certificate

Copyright United States Copyright Office COPYRIGHT HOME

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Form Pay **Submit Work**

Case #: 1-6364514951 Type of Case: Work of the Visual Arts Date Opened: 3/9/2018 11:57:37 AM
Application Format: Standard

Mail Certificate

[<< Back](#) [Continue >>](#) [Add Me](#) [Save For Later](#)

This is the name and address to which the registration certificate should be mailed.
Completion of Individual and/or Organization Information, Address is mandatory.

Links	Completed
Type of Work	✓
Titles	✓
Publication/Completion	✓
Authors	✓
Claimants	✓
Limitation of Claim	✓
Rights & Permissions	✓
Correspondent	
Mail Certificate	
Special Handling	
Certification	
Review Submission	

Individual:	Organization:
* First Name: <input type="text"/>	* Organization Name: <input type="text"/>
Middle Name: <input type="text"/>	
* Last Name: <input type="text"/>	
* Address 1: <input type="text"/>	* State: <input type="text" value="-Select-"/>
Address 2: <input type="text"/>	* Postal Code: <input type="text"/>
* City: <input type="text"/>	Country: <input type="text" value="-Select-"/>

Privacy Act Notice: Sections 408-410 of title 17 of the United States Code authorize the Copyright Office to collect the personally identifying information requested on this form in order to process the application for copyright registration. By providing this information you are agreeing to routine uses of the information that include publication to give legal notice of your copyright claim as required by 17 U.S.C. § 705. It will appear in the Office's online catalog. If you do not provide the information requested, registration may be refused or delayed, and you may not be entitled to certain relief, remedies, and benefits under the copyright law.
[Take Our Survey!](#)

Enter the name and address of the person you want the Copyright Office to mail the registration certificate to.

Special Handling

Copyright
United States Copyright Office

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eCO Navigation Tips

Links	Completed
Type of Work	✓
Titles	✓
Publication/Completion	✓
Authors	✓
Claimants	✓
Limitation of Claim	✓
Rights & Permissions	✓
Correspondent	
Mail Certificate	✓
Special Handling	
Certification	
Review Submission	

Special Handling (Optional)

[<< Back](#) | [Continue >>](#) | [Save For Later](#)

Special handling is expedited service that is available only to filers who satisfy one or more of the compelling reasons below. Special handling also carries a significant [surcharge fee](#). If you do not qualify for special handling service, please click the Continue button without completing this screen.

Note: The significant special handling surcharge fee is non-refundable. Please click [here](#) to review the current fee.

Special Handling (The information requested below is required for Special Handling claims)

Compelling Reason(s) (At least one must be selected)

Pending or prospective litigation

Customs matters

Contract or publishing deadlines that necessitate the expedited issuance of a certificate

I certify that I am the author, copyright claimant of exclusive rights, or the authorized agent of the author, copyright claimant of exclusive rights of this work.

Explanation for Special Handling:
This is the place to give any comments/instructions regarding special handling specific to this claim.

Privacy Act Notice: Sections 408-410 of title 17 of the United States Code authorize the Copyright Office to collect the personally identifying information requested on this form in order to process the application for copyright registration. By providing this information you are agreeing to routine uses of the information that include publication to give legal notice of your copyright claim as required by 17 U.S.C. § 705. It will appear in the Office's online catalog. If you do not provide the information requested, registration may be refused or delayed, and you may not be entitled to certain relief, remedies, and benefits under the copyright law.

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Special Handling

- Special handling is the expedited processing of an online or paper application for registration of a claim to copyright or for the recordation of a document pertaining to copyright.
- Infringement suit
- Not guarantee registration
- \$760 – process fee
- Five working days

Certification

Copyright
United States Copyright Office

Home | | My Profile | Help | Contact Us | Log Out |

Case #: 1-6364514951 Type of Case: Work of the Visual Arts Date Opened: 3/9/2018
Application Format: Standard

Form Pay **Submit Work**

[eCO Navigation Tips](#)

Links	Completed
Type of Work	✓
Titles	✓
Publication/Completion	✓
Authors	✓
Claimants	✓
Limitation of Claim	✓
Rights & Permissions	✓
Correspondent	
Mail Certificate	✓
Special Handling	✓
Certification	
Review Submission	

Certification

<< Back || Continue >> || Save For Later ||

The Application must be certified by the author, copyright claimant, or owner of exclusive right(s), or by the authorized agent of any of the preceding.

17 USC 506(e): Any person who knowingly makes a false representation of a material fact in the application for copyright registration provided by section 409, or in any written statement filed with the application, shall be fined not more than \$2500.

* I certify that I am the author, copyright claimant, or owner of exclusive rights, or the authorized agent of the author, copyright claimant, or owner of exclusive rights of this work and that the information given in this application is correct to the best of my knowledge.

* Name of certifying individual:

Applicant's Internal Tracking Number (Optional):

Note: Copyright Office (Optional):
This is a place to give any comments specific to this claim, the application, or the deposit copy, if necessary.

Privacy Act Notice: See...
The personally identifying information requested on this form in order to process the application for copyright registration. By providing this information you are agreeing to routine uses of the information that...
office's online catalog. If you do not provide the information requested, registration may be refused or delayed, and you may not be entitled to certain relief, remedies, and benefits under the copyright law.
[Take Our Survey!](#)

Check the box

Fill in your name

Review Submission

Check over all fields for correct entries.

Use the back button to return to any areas that need correction.

When done, click “Add to Cart.”



Form | **Pay** | **Submit Work**

[eCO Navigation Tips](#)

Review Submission

<< Back

Save For Later

Save Template

Add to Cart



Please review the entire submission on this screen. If you need to revise any information, return to the appropriate data entry screen to make the revision. When the entire submission is correct, click the "Add to Cart" button at the top of the screen. **Warning: Once you submit your application, you cannot make changes to it. Therefore, please review the information on this screen carefully before proceeding.**

Case Summary

Case Number: 1-6364514951

Application Format: Standard

Case Type: Work of the Visual Arts

Contact Name: Anna Rosenblatt Tinkjian

Opened: 3/9/2018

All Titles

Title of Work	Volume	Number	Issue Date	Type
ceramic sculpture.				Title of work being registered

Publication/Completion

Published Work	Year Created	Publication Date	Nation of First Publication	ISN Type	IS Number
Yes	2016	8/1/2016	United States		

Authors & Contributions (VA)

Name	Organization Name	Work For Hire	Citizenship	Domicile	Year of Birth	Year of Death	Anonymous	Pseudonymous	Pseudonym	Photo	Jewelry	Architectural	2-D Art	3-D Art
Anna Miriam Rosenblatt-Tinkjian			United States				N	N						

Claimants

Links	Completed
Type of Work	✓
Titles	✓
Publication/Completion	✓
Authors	✓
Claimants	✓
Limitation of Claim	✓
Rights & Permissions	✓
Correspondent	
Mail Certificate	✓
Special Handling	✓
Certification	✓
Review Submission	

Electronic Copyright Office (eCO) - Windows Internet Explorer

https://eco.copyright.gov/eService_enu/start.swe

File Edit View Favorites Tools Help

Copyright United States Copyright Office

Home | My Profile | Contact Us | Help | Log Out |

Form Pay **Submit Work**

My Cart

Help || Add More Services || **Checkout**

Filing fees and some service fees are non-refundable

Your Contact Information

Name: Jon Doe
 Organization Name:
 Email Address: jondoe@vlama.org
 Phone #:
 Alternate Phone #:

Address: 123 Fake Street
 City: Boston
 State: MA
 Postal Code: 02119
 Country:

Cases in Cart

Case #	Status	Opened	Title	Volume	Number	Issue Date	Type of Case	Fee Due	Remove to Working Cases
1-259389851	In-Cart	10/15/2009	Title of the Work				Work of the Visual Arts	35.00	<input type="checkbox"/>
Total Due:								\$35.00	

Case Details

Reference Id	Fee Type	Rate	Amount Due
1-4AFMNS	Visual Arts - Basic (Web)	35.00	35.00

Attachments

Attachment Name	File Type	Size	Date and Time	Comments
No Records				

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Internet 100%

Check Out

Registration Fee

Deposits



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FOR THE ARTS OF MASS

Best Edition Requirement

- Deposit must be the “best edition” of the work
- The edition that is the highest quality
- “Special relief ” from the deposit requirements

See Circular 7b

Alternative Deposit

For 3D works and works that have been applied to 3D objects

Use ID material

Examples:

Sculpture, toys, jewelry, artwork on plates, and fabric or textile attached to or part of a three-dimensional object such as furniture.



“Identifying material” or “ID material”

2D reproductions or renderings of a work in the form of:

- **Photographic prints**
- **Transparencies**
- **Photocopies, or drawings**

See circular 40A

Deposit / Best Edition

Either submit an electronic copy OR:

- 2 physical copies if published through Postal Mail
- 1 physical copy if unpublished

Deposit

Copyright
United States Copyright Office

Home | My Profile | Contact Us | Help | Log Out

Payment successful.
Click the "Submit Your Work" button to complete your registration.
For **preregistration** or a deposit account replenishment click the "Done" button.

Customer Information
Martin Light
123 First Street

Submit Your Work | **Form** | **Pay** | **Submit Work**

Submissions

Cases

Case #	Title	Type of Work	Fee Paid	Require Submission
1-28015801	Smooth Poems Collection I	Literary Work	35.00	Y
Total Amount Due:			\$35.00	

Payment Info
Amount Paid: \$ 35.00
Account: XX1111
Paid By: Martin Light

Click "Submit Your Work" either to upload copies of your work as digital files or to print out a shipping slip to be attached to hard copies of your work for delivery via U.S. Postal Service or express courier.

Checking Status



VOLUNTEER LAWYERS
FOR THE ARTS OF MASS

Check Case Status

- Open Cases
- Working Cases
- All Cases
- My Company's Cases
- Status Definitions
- Search My Cases
- My Applications
- My Company's Applications

Copyright Services

- Register a New Claim
- Preregister a Claim
- Use a Template
- Organization / DA

Additional Copyright Services

- Access Copyright Office Information
- Ask a Question?
- Read Circulars
- Search Online Records

Electronic Copyright Office (eCO)

United States Copyright Office
Library of Congress

Welcome, Yuliya!

Before you get started...

- Disable your browser's pop-up blocker
- [View a Tutorial](#) on how to Register a New Claim
- Print a copy of [eCO Tips](#) to use as a reference
- [Frequently Asked Questions \(FAQs\)](#)
- [What's new in eCO?](#)

Login to your eCO Account

Click "Open Cases"

Open Cases

Case #	Status	Opened	Title	Volume	Number	Issue Date	Type of Work	Fee Paid	Action Needed
--------	--------	--------	-------	--------	--------	------------	--------------	----------	---------------

Now What?

1. Email confirmation
2. Office review for completeness
3. Date of registration is date CR office receives completed application
4. Filed online certification within 4 or 5 months
5. The deposit is not returned

Copyright Office may...

- Call or email for additional information
- Reject application
- Issue Registration certificate

Reasons for Rejections

Not subject to copyright protection

Ideas, methods, titles, names, or systems

- Improper Deposit
- Contribution claimed but not deposited
- Right to appeal this decision

Right of Reconsideration

See Factsheet [SL4a](#)

Searching Registrations



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FOR THE ARTS OF MASS

Search copyright information

Works registered and documents recorded by the U.S. Copyright Office since January 1, 1978.

|| Online Records ||



Search the Catalog

Search records of registered books, music, art, and periodicals, and other works. Includes copyright ownership documents.



[About the Catalog](#)

[View Tutorial](#)

|| Other Services ||



Find records prior to January 1, 1978

How to [Register a Copyright](#)

How to [Record a Document](#)

How to Get [Copies of Copyright Office Records & Deposits](#)

<http://www.copyright.gov/records/>

Basic Search

Copyright

United States Copyright Office

Help

Search

History

Titles

Start Over

Public Catalog

Copyright Catalog (1978 to present)

Your search found no results. Refer to search examples, check spelling or try another search.

Basic Search

Other Search Options

Search for: Harry Potter Azkaban

Search by: Title (omit initial article A, An, The, El, La, Das etc.)
Name (Crichton Michael; Walt Disney Company)
Keyword
Registration Number (for VAu 598-675 type vau000500675)
Document Number (for V2606 P87 type v2606p087)
Command Keyword

Scroll down for Search Hints

25 records per page

Clear Search

Begin Search

Enter search term

Select Keyword

Click search

Set the number of records

- Works registered prior to 1978 may be found only in the [Copyright Public Records Reading Room](#).
- Can't find what you're looking for? Try our "Other Search Options".
- Search terms are not case sensitive.
- Search limits can be used with all "Search by:" options.

Other resources

<https://www.youtube.com/watch?v=foghfEKXz7o>

<https://www.teachingcopyright.org/>

Thank You!

For information on our upcoming webinars, please visit us online at <http://www.artsandbusinesscouncil.org/>

Upcoming Webinars:

Copyright Registration (Musicians) – February 3rd

Working with Third Parties – February 10th



Questions



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