

---

## REVISION HISTORY

# COMPENDIUM OF U.S. COPYRIGHT OFFICE PRACTICES

On January 28, 2021 the U.S. Copyright Office released an updated version of the *Compendium of U.S. Copyright Office Practices, Third Edition*. The following is a list of the sections that were added, amended, renumbered, or removed in this release. Sections shown in **blue** were renumbered, but the content remains the same. Sections shown in **red** were removed.

### Introduction

| Page | Heading   |
|------|---|
| 1    | Effective Date of the <i>Third Edition</i>  |
| 1    | Citing to the <i>Compendium</i>   |
| 2    | Standard of Deference for the <i>Compendium</i>                                     |
| 4    | First and Second Editions of the <i>Compendium</i>                                  |
| 5    | Relationship Between the First, Second, and Third Editions of the <i>Compendium</i> |
| 7    | How to Provide Comments on the <i>Compendium</i>                                    |

### Chapter 100

| Section  | Heading   |
|----------|---|
| 101.2(G) | Copyright Modernization Office                              |
| 101.2(H) | Office of the Chief Financial Officer                       |
| 101.3(A) | National Copyright Registration and Recordation System      |
| 101.3(B) | Regulatory Work   |
| 102.4    | Federal Court Decisions                                     |
| 102.5    | State Laws  |
| 102.7    | Timeline of Selected Historical Dates in U.S. Copyright Law |

## **Chapter 200**

| <b>Section</b>  | <b>Heading</b>  |
|-----------------|---|
| 201             | What This Chapter Covers  |
| 202             | Purposes and Advantages of Registration   |
| <b>202.1</b>    | Types of Registrations  |
| 202.2           | Registration Distinguished from Preregistration   |
| 203             | Timing of Registration  |
| <b>204</b>      | Required Elements for Registration  |
| 204.1(A)        | Online Application  |
| <b>204.1(B)</b> | Paper Applications  |
| 204.1(B)(1)     | By Mail or Commercial Carrier   |
| <b>204.2</b>    | Filing Fee  |
| 204.3           | Deposit Copy(ies)   |
| 204.3(A)        | Deposit Copy(ies) Submitted in Electronic Format  |
| 204.3(B)        | Deposit Copy(ies) Submitted in Physical Format  |
| 207             | Special Handling  |
| 209             | The Certificate of Registration, the Registration Decision Date, and the Effective Date of Registration |
| 211             | Registration Refused After Examination  |
| 213             | The Registration Process at a Glance  |

## **Chapter 300**

| <b>Section</b> | <b>Heading</b>                      |
|----------------|-------------------------------------|
| 302            | The Legal Framework                 |
| 305            | The Fixation Requirement            |
| 307            | Copyrightable Subject Matter        |
| 309.1          | Prior Works and Prior Registrations |

|                 |   |
|-----------------|---|
| 310.3           | Symbolic Meaning and Impression                                   |
| 310.5           | The Author's Inspiration and Intent                               |
| 310.6           | The Author's Skill, Experience, and Artistic Judgment             |
| 310.7           | The Time, Effort, or Expense Required to Create the Work          |
| 310.10          | Commercial Appeal or Success                                      |
| 310.11          | Other Forms of Legal Protection                                   |
| 311.2           | The Originality Requirement for Derivative Works                  |
| 312.1           | Copyrightable Subject Matter                                      |
| 313.2           | Works That Lack Human Authorship                                  |
| 313.3(D)        | Typeface and Mere Variations of Typographic Ornamentation         |
| <b>313.4(E)</b> | Measuring and Computing Devices                                   |
| <b>313.4(H)</b> | Characters  |
| 313.5           | Specific Types of Works That May Contain Uncopyrightable Material |
| 313.6(C)(1)     | U.S. Government Works   |
| 313.6(C)(2)     | Government Edicts   |

## Chapter 400

| Section | Heading  |
|---------|--|
| 401     | What This Chapter Covers                         |
| 405     | Applications Filed by or on Behalf of the Author |
| 405.3   | Persons with Intellectual Disabilities           |
| 405.5   | Deceased Authors                                 |

## Chapter 500

| Section  | Heading                      |
|----------|------------------------------|
| 503.1(B) | Copyrightable Subject Matter |

|       |  |
|-------|--|
| 505.2 | Determining Whether the Work is a Joint Work           |
| 507.2 | The Scope of the Copyright in a Derivative Work        |
| 509   | Collective Works and Contributions to Collective Works |
| 511   | One Work Per Registration                              |
| 512.1 | Unpublished Versions of the Same Work                  |
| 512.2 | Published Versions of the Same Work                    |

## Chapter 600

| Section  | Heading  |
|----------|--|
| 601      | What This Chapter Covers   |
| 602.4(E) | Duplicate Claims   |
| 602.6    | General Policy Regarding Location of Information   |
| 602.7    | General Practices Regarding Missing Information  |
| 603      | Variances  |
| 603.2    | Material Variances   |
| 603.2(A) | Material Variances That May Be Resolved by Amending the Registration Record without Annotating |
| 603.2(B) | Material Variances That May Be Resolved by Amending and Annotating the Registration Record     |
| 603.2(C) | Material Variances That Cannot Be Resolved by Amending or Annotating the Registration Record   |
| 604.1    | Addressing Variances in Registration Materials   |
| 604.2    | Adding Comments to the Registration Record   |
| 604.3    | Adding Missing Information to the Registration Record  |
| 605.1    | General Policies   |
| 605.2(A) | Note to Copyright Office   |
| 605.2(B) | Cover Letters  |
| 605.3(A) | The U.S. Copyright Office's Email Addresses  |

|  |   |
|--|---|
| 605.3(D)                                 | Communication from the U.S. Copyright Office May Address Multiple Issues  |
| 605.4                                    | Case Numbers, Service Request Numbers, THREAD ID Numbers, and Correspondence Identification Numbers   |
| 605.6(B)                                 | Email   |
| 605.6(C)                                 | Email Requests for Deposit Copy(ies)  |
| 605.6(D)                                 | Letters   |
| 605.8                                    | Procedure for Reopening a Closed Application  |
| 605.9                                    | Withdrawing an Application  |
| 606                                      | Warnings  |
| 607                                      | Registration Made Under the Rule of Doubt   |
| 608                                      | Refusal to Register   |
| 609                                      | Identifying the Work that the Applicant Intends to Register   |
| 609.1                                    | Online Application  |
| <b>609.1(A)<br/>through<br/>609.1(C)</b> | Question 1: Are You Registering One Work?<br>through<br>Question 3: Does the Work You Are Sending Contain Material Created Only by This Author? |
| 609.2                                    | Paper Applications  |
| 609.3                                    | Works Containing Multiple Forms of Authorship   |
| 610.1                                    | Title Types   |
| 610.2                                    | Title of Work Being Registered / Title of this Work   |
| 610.4                                    | Works Containing Separate and Independent Works: Units of Publication, Collective Works, and Contributions to Collective Works                  |
| 610.4(A)                                 | Contents Title: Titles of Separate and Independent Works Included in a Larger Work  |
| 610.4(B)                                 | Title of Larger Work  |
| 610.6(A)                                 | Untitled Works  |
| 610.6(B)                                 | Descriptive Titles That Appear to Be Incorrect  |
| 610.6(D)(1)                              | Variances between the Title Provided in the Application and the Title That Appears on the Deposit Copy(ies)                                     |
| 610.6(D)(2)                              | Title That Appears on the Deposit Copy(ies) is More Complete Than the Title Provided in the Application   |

|                 |  |
|-----------------|--|
| 610.6(D)(3)     | Edition Number, Version Number, or Other Identifying Information Not Provided  |
| 610.6(D)(4)     | Material Variances Between the Title Provided in the Application and the Title That Appears on the Deposit Copy(ies)     |
| 611.1(A)        | Year of Completion for an Unpublished Work Created Over a Period of Time   |
| 611.1(B)        | Year of Completion for Multiple Versions of the Same Work  |
| 611.2(A)        | Year of Completion Apparently Incorrect  |
| 611.2(B)        | Year of Completion Omitted   |
| 612.2           | What Constitutes Publication?  |
| 612.3           | Determining whether the Work is Published or Unpublished   |
| 612.6(C)        | ISBN, ISSN, and Other Standard Numbers   |
| 612.7(C)        | Nation of Publication Given in a Paper Application without a Date of Publication   |
| 612.7(F)        | Exact Date of Publication Unknown  |
| 612.7(G)        | Multiple Dates of Publication  |
| 612.7(I)        | Impossible, Impractical, or Implausible Date of Publication  |
| 612.7(J)        | Nation of First Publication: Works Published in Multiple Countries   |
| 612.7(K)        | Nation of First Publication Unclear  |
| 613.1           | Who Is the Author?   |
| 613.5           | Identifying the Authors of a Joint Work  |
| 613.7           | Identifying the Author of a Compilation  |
| 613.8           | Identifying the Author of a Collective Work or a Contribution to a Collective Work                                       |
| 613.9           | Completing the Application: Name of Author   |
| 613.10(A)       | Name of Author Unclear   |
| 613.10(B)       | Name of Author Variances   |
| 613.10(B)(1)(b) | Material Variances   |
| 613.10(B)(2)    | Variance Between the Number of Authors Named in the Application and the Number of Authors Named in the Deposit Copy(ies) |
| 613.10(C)       | Name of Author Not Required  |
| 613.10(F)       | Name of an Author Omitted: Works Created by Large Numbers of Authors   |

|             |   |
|-------------|---|
| 614.1       | Completing the Application: Works Made for Hire   |
| 614.1(E)    | Registering a Work Made for Hire as an Anonymous or Pseudonymous Work                                       |
| 614.2       | Examination Guidelines: Works Made for Hire   |
| 614.2(B)(5) | Organization Named as the Author of a Work Made for Hire  |
| 614.2(B)(6) | Individual Named as Author of a Work Made for Hire  |
| 614.2(B)(8) | Individual and Unincorporated Organization Named Together as the Authors of a Work Made for Hire            |
| 615.1(B)    | Completing the Application: Anonymous Works   |
| 615.2(A)    | What Is a Pseudonymous Work?  |
| 615.2(B)    | Completing the Application: Pseudonymous Works  |
| 616.3       | Completing the Application: Author's Year of Birth and Death  |
| 617.3       | Determining the Author's Citizenship or Domicile for a Work Made for Hire                                   |
| 617.6       | Completing the Application: Citizenship and Domicile  |
| 617.7(B)    | Citizenship and Domicile in Multiple Countries  |
| 618.1       | Asserting a Claim to Copyright  |
| 618.4(A)    | The Online Application: Author Created Field  |
| 618.4(B)    | Paper Applications: Nature of Authorship Space  |
| 618.4(C)    | Recommended Terminology for Asserting a Claim to Copyright  |
| 618.6       | Compilations  |
| 618.7       | Collective Works  |
| 618.7(B)(2) | Registering a Collective Work and a Contribution to a Collective Work                                       |
| 618.7(C)    | Asserting a Claim to Copyright in a Serial Publication  |
| 618.7(D)    | Examples for Asserting a Claim to Copyright in a Collective Work and/or a Contribution to a Collective Work |
| 618.8(A)    | Authorship Unclear  |
| 618.8(A)(1) | Design  |
| 618.8(A)(2) | Game  |
| 618.8(A)(4) | Author, Artist, Writer, Songwriter, Editor, and Other Professional Designations                             |

|              |  |
|--------------|--|
| 618.8(A)(5)  | Story, Story Idea, Story Concept, Story Line   |
| 618.8(A)(6)  | Conceived, Conception  |
| 618.8(A)(7)  | Plot   |
| 618.8(A)(8)  | Characters   |
| 618.8(A)(9)  | Research   |
| 618.8(A)(11) | Entire Work and Other Unspecific Terms   |
| 618.8(C)     | Uncopyrightable Material Claimed in the Author Created Field or the Nature of Authorship Space   |
| 618.8(C)(1)  | Deposit Copy(ies) Containing Copyrightable Authorship and Uncopyrightable Material; No Claim Asserted in Uncopyrightable Material      |
| 618.8(C)(2)  | Claim in Copyrightable Authorship and Uncopyrightable Material   |
| 618.8(C)(3)  | Claim in Uncopyrightable Material: Deposit Copy(ies) Contain Copyrightable Authorship  |
| 618.8(C)(4)  | Claim in Uncopyrightable Material: Acceptable Authorship Statement Used to Describe Uncopyrightable Material                           |
| 618.8(C)(6)  | Claim in Uncopyrightable Material: Registration Refused  |
| 618.8(D)     | <i>De Minimis</i> Material Claimed in the Author Created Field or the Nature of Authorship Space                                       |
| 618.8(D)(1)  | Deposit Copy(ies) Contain Copyrightable Authorship and <i>De Minimis</i> Material; No Claim Asserted in the <i>De Minimis</i> Material |
| 618.8(D)(2)  | Claim in Copyrightable Authorship and <i>De Minimis</i> Material   |
| 618.8(D)(3)  | Claim in <i>De Minimis</i> Material: Works Created by Two or More Authors  |
| 618.8(D)(4)  | Claim in <i>De Minimis</i> Material: Registration Refused  |
| 618.8(E)     | Variances Between the Information Provided in the Application and Elsewhere in the Registration Materials                              |
| 618.8(F)     | Material Claimed in the Author Created Field or Nature of Authorship Space Not Found in the Deposit Copy(ies)                          |
| 618.8(H)     | Nature of Authorship Statement Omitted from a Paper Application  |
| 618.8(I)     | Nature of This Work  |
| 619          | Name of Claimant   |
| 619.12       | Completing the Application: Name of Claimant   |
| 619.13(A)    | Nicknames, First Names, Last Names, and Abbreviated Versions of the Claimant's Name  |

|                 |  |
|-----------------|--|
| 619.13(B)       | Initials   |
| 619.13(C)       | Identifying the Author of a Pseudonymous Work as the Copyright Claimant  |
| 619.13(D)       | Identifying the Author of an Anonymous Work as the Copyright Claimant  |
| 619.13(E)(3)    | Individual Name Listed Above or Below the Name of a Legal Entity in a Paper Application  |
| 619.13(K)       | Variances Between the Name Provided in the Name of Claimant Field / Space and Elsewhere in the Registration Materials                  |
| 619.13(Q)       | Deceased Individual or Defunct Entity Named as a Claimant  |
| 619.13(T)       | Name of Claimant Omitted   |
| 620.10(D)(1)(b) | Partnerships   |
| 620.10(D)(1)(c) | Community Property States  |
| 620.10(D)(2)    | Same Person Is Named as Author and Claimant  |
| 621.8(B)        | Identifying Unclaimable Material That Should Be Excluded from the Claim  |
| 621.8(C)(1)     | The Online Application: New Material Included Field  |
| 621.8(C)(2)     | Paper Applications: Space 6(b)   |
| 621.8(D)        | Completing an Application to Register a Compilation, a Collective Work, and/or a Contribution to a Collective Work                     |
| 621.9(A)(2)     | Applicant Has Not Asserted a Claim in Unclaimable Material   |
| 621.9(A)(3)     | Unclaimable Material Described in the Application but Not Included in the Deposit Copy(ies)  |
| 621.9(D)(1)     | Claim Clearly Defined by the Title of the Work   |
| 621.9(D)(5)     | Claim Clarified by Information Provided in the Deposit Copy(ies)   |
| 621.9(E)        | Uncopyrightable Material Claimed in the New Material Included Field or Space 6(b)  |
| 621.9(E)(1)     | Deposit Copy(ies) Contain Copyrightable Authorship and Uncopyrightable Material; No Claim Asserted in the Uncopyrightable Material     |
| 621.9(E)(2)     | Claim in Copyrightable Authorship and Uncopyrightable Material   |
| 621.9(E)(3)     | Claim in Uncopyrightable Material: Deposit Copy(ies) Contain Copyrightable Authorship  |
| 621.9(E)(6)     | Claim in Uncopyrightable Material: Registration Refused  |
| 621.9(F)        | <i>De Minimis</i> Material Claimed in the New Material Included Field or Space 6(b)  |
| 621.9(F)(1)     | Deposit Copy(ies) Contain Copyrightable Authorship and <i>De Minimis</i> Material; No Claim Asserted in the <i>De Minimis</i> Material |

|             |  |
|-------------|--|
| 621.9(F)(2) | Claim in Copyrightable Authorship and <i>De Minimis</i> Material                               |
| 621.9(F)(4) | Claim in <i>De Minimis</i> Authorship: Registration Refused                                    |
| 621.9(G)    | Discrepancies Between the Limitation of Claim Fields and the Deposit Copy(ies)                 |
| 621.9(H)(2) | Unpublished Works  |
| 621.9(I)    | Discrepancies Involving the Registration Number or Year of Registration in a Paper Application |
| 621.9(J)    | Reference to Previous Registration Clearly Erroneous   |
| 621.9(K)    | Reference to a Preregistration in the Previous Registration Field/Space                        |
| 622         | Rights and Permissions Information / Correspondent / Mail Certificate                          |
| 623.4       | Timeline for Special Handling Requests   |
| 623.5       | Procedure for Requesting Special Handling  |
| 623.5(C)    | Requests Delivered by Commercial Carrier, Courier or by Mail                                   |
| 623.5(D)    | Procedure for Requesting Special Handling for a Pending Application or a Pending Recordation   |
| 623.6       | Special Handling Fee   |
| 623.7       | Special Handling for Multiple Applications That Share the Same Deposit Copy                    |
| 624         | Certification  |
| 624.1       | The Significance of the Certification  |
| 624.2       | Who May Certify the Application?   |
| 624.3(A)    | Online Applications  |
| 624.3(B)    | Paper Applications   |
| 624.4(A)    | Signature Requirements   |
| 624.4(B)    | Date of Certification in a Paper Application   |
| 625         | Registration Decision Date and Effective Date of Registration                                  |
| 625.1       | Minimum Requirements for an Acceptable Application   |
| 625.2       | Minimum Requirements for Acceptable Deposit Copy(ies)  |
| 625.2(B)    | Unacceptable File Formats for the Deposit Copy(ies) Accompanying an Online Application         |
| 625.2(D)    | Shipping Slips for Mailing Physical Deposit Copy(ies) to Accompany an Online Application       |

|                 |   |
|-----------------|---|
| 625.3           | Minimum Requirements for an Acceptable Filing Fee   |
| <b>625.3(A)</b> | Forms of Payment  |
| 625.4           | Minimum Requirements for Establishing an Effective Date of Registration Distinguished from the Requirements for Issuing a Certificate of Registration |
| <b>625.5</b>    | Differences Between an Application and a Certificate of Registration  |

## Chapter 700

| Section         | Heading   |
|-----------------|---|
| 705             | Fixation of Literary Works  |
| 709.3           | Abridgements  |
| 712             | Monographs and Serials  |
| 712.1           | What Is a Literary Monograph?   |
| 712.1(A)        | Copyrightable Authorship in Literary Monographs                         |
| 712.1(B)        | Application Tips for Registering a Literary Monograph                   |
| 712.2           | What is a Serial?   |
| <b>712.2(A)</b> | Copyrightable Authorship in Serials                                     |
| 712.2(B)        | Application Tips for Registering a Single Issue of a Serial Publication |
| 712.3           | ISBN and ISSN Numbers   |
| 713             | Book Jackets  |
| <b>714</b>      | Games   |
| 715.3           | Application Tips for Genealogies  |
| <b>716</b>      | Instructional Texts and Instructional Works                             |
| 717             | Legal Matters   |
| 717.1           | Legal Publications  |
| <b>721.5</b>    | Relationship Between Source Code and Object Code                        |
| 721.7           | Copyrightable Authorship in a Computer Program                          |
| <b>721.9</b>    | Application Tips for Computer Programs                                  |

|                  |  |
|------------------|--|
| 721.9(B)         | Title of the Program   |
| 721.9(D)         | Year of Completion   |
| 721.9(H)         | Acceptable Terminology for an Application to Register a Computer Program   |
| <b>721.10(C)</b> | Deposit Requirements for Screen Displays                                   |
| <b>721.11</b>    | User Manuals and Other Documentation for a Computer Program                |
| <b>722</b>       | Apps   |
| <b>723</b>       | Computer Programs That Generate Typeface, Typefont, or Barcodes            |
| 725              | Spreadsheets, Reports, and Other Documents Generated by a Computer Program |
| <b>727</b>       | Databases  |
| 727.3            | Application Tips for Databases   |
| <b>727.4</b>     | Deposit Requirements   |

## Chapter 800

| Section         | Heading  |
|-----------------|--|
| <b>802.4(A)</b> | Copies   |
| <b>802.4(B)</b> | Phonorecords   |
| <b>802.4(C)</b> | Motion Pictures  |
| 802.6           | Derivative Musical Works   |
| <b>802.8(A)</b> | A Registration for a Musical Work Distinguished from a Registration for a Sound Recording                  |
| 802.8(D)        | Name Individual Authors (Not Performing Groups) as the Author of a Musical Work                            |
| 802.8(E)        | Work Made for Hire Authorship  |
| 802.8(G)        | [Reserved]   |
| 802.8(H)        | [Reserved]   |
| <b>802.8(I)</b> | [Reserved]   |
| 803.5(D)        | Pre-1972 Sound Recordings  |
| <b>803.8(A)</b> | A Registration for a Sound Recording Distinguished from a Registration for a Musical Work or Literary Work |

|   |  |
|---|--|
| <b>803.8(F)(4)</b>                            | Bonus Track Added to a Previously Published Album  |
| 803.8(G)                                      | [Reserved]   |
| 803.8(H)                                      | [Reserved]   |
| <b>803.8(I)</b>                               | [Reserved]   |
| 803.9(A)                                      | Type of Work   |
| 803.9(D)(4)                                   | Beats/Music Track  |
| 803.9(D)(6)                                   | Sound Effects  |
| 804.3(F)                                      | Illustrations or Descriptions of Costumes, Scenery, Sets, Props, or Lighting   |
| 804.5(B)                                      | Phonorecords   |
| 804.8(B)                                      | Synopses   |
| 804.8(C)                                      | Redacted Screenplay for a Motion Picture in Production   |
| 805.2(B)                                      | Compositional Arrangement  |
| 805.5(B)(3)                                   | Ordinary Motor Activities, Non-Expressive Physical Activities, Competitive Maneuvers, Feats of Physical Skill or Dexterity, and Other Uncopyrightable Movements in Choreographic Works |
| <b>805.8(D)</b>                               | Descriptions, Depictions, and Illustrations of Social Dances, Simple Routines, or Other Uncopyrightable Movements  |
| 806.5(B)                                      | Ordinary Motor Activities, Non-Expressive Physical Activities, Competitive Maneuvers, Feats of Physical Skill or Dexterity, and Other Uncopyrightable Movements in Pantomimes          |
| 807.5(C)                                      | Human Authorship   |
| <b>808.10(D)</b>                              | Missing Authorship Elements  |
| 808.10(G)(2)(a)                               | Sounds Published on the Same Date  |
| <b>808.10(D)<br/>through<br/>808.10(J)(1)</b> | Redacted Screenplay for a Motion Picture in Production through The 1994 Uruguay Round Agreements Act (URAA) and the General Agreement on Tariffs and Trade (GATT)                      |
| 808.10(J)(2)                                  | North American Free Trade Agreement (NAFTA)  |
| 808.11(D)                                     | Unclear Authorship Terms   |
| 808.11(E)                                     | Unacceptable Authorship Terms  |
| <b>808.12</b>                                 | Deposit Requirements for Motion Pictures   |

## Chapter 900

| Section      | Heading  |
|--------------|--|
| 901          | What This Chapter Covers   |
| 902          | Visual Arts Division   |
| 903.1        | Pictorial, Graphic, and Sculptural Works   |
| <b>903.2</b> | Architectural Works  |
| 904          | Fixation of Visual Art Works   |
| 905          | Copyrightable Authorship in Visual Art Works   |
| <b>906</b>   | Uncopyrightable Material   |
| 906.1        | Common Geometric Shapes  |
| 906.3        | Colors, Coloring, and Coloration   |
| 906.4        | Typeface, Typefont, Lettering, Calligraphy, and Typographic Ornamentation                    |
| 906.6        | Blank Forms  |
| 906.7        | Naturally Occurring and Discovered Material  |
| 906.8        | Mechanical Processes and Random Selection  |
| 906.9        | Measuring and Computing Devices  |
| 906.10       | Useful Articles and the Mechanical or Utilitarian Aspects of Works of Artistic Craftsmanship |
| 908          | Jewelry Designs  |
| 908.1        | What is Jewelry?   |
| 908.2        | Copyrightable Authorship in Jewelry  |
| 908.3        | Application Tips for Jewelry   |
| 909.3        | Uncopyrightable Material   |
| 909.3(A)     | Photographic Reproductions, Digital Copying, and Digital Restoration                         |
| 909.3(B)     | X-Rays, Medical Imaging, and Non-Medical Echo Sonography                                     |
| 910          | Games, Toys, Dolls, Stuffed Animals, and Puppets   |
| 911          | Characters   |
| 912          | Cartoons, Comic Strips, and Comic Books  |

|              |  |
|--------------|--|
| 913          | Prints   |
| <b>914</b>   | Trademarks, Logos, and Labels  |
| 914.1        | Copyrightable Authorship in Trademarks, Logos, and Labels                      |
| <b>914.2</b> | Application Tips for Trademarks, Logos, and Labels                             |
| 915          | Catalogs   |
| <b>916</b>   | Retrospective Works and Exhibition Catalogs                                    |
| 917          | Art Reproductions  |
| 917.1        | Copyrightable Authorship in Art Reproductions                                  |
| 917.2        | Application Tips for Art Reproductions   |
| 917.2(A)     | Distinguishing Art Reproductions from the Source Work and Identifying Material |
| 917.2(B)     | Authorship Unclear   |
| 918          | Installation Art   |
| <b>919</b>   | Maps   |
| 919.1        | Copyrightable Authorship in Maps   |
| 919.2        | Derivative Maps  |
| 920          | Patterns, Stencils, and How-To Books   |
| 920.1        | Patterns for Making Articles   |
| 920.2        | Stencils and Templates   |
| 920.3        | How-to-Books, Project Books, and Crafts-Making Books                           |
| 920.4        | Application Tips for Patterns, Stencils, and How-To Books                      |
| 921          | Graphs, Charts, Tables, and Figures  |
| 922          | Technical and Scientific Drawings  |
| 923          | Models   |
| 923.1        | Copyrightable Authorship in Models   |
| 923.2        | Application Tips for Models  |
| 924          | Copyright Law Protects the Design Aspects of a Useful Article                  |
| 924.1        | What Is a Useful Article?  |

|                 |  |
|-----------------|--|
| 924.2           | What is the Design of a Useful Article?                                |
| 924.3           | The Separability Test  |
| 924.3(A)        | The Separate-Identification Requirement                                |
| 924.3(B)        | The Independent-Existence Requirement                                  |
| 924.3(C)        | Separable Features May Enhance the Functionality of the Useful Article |
| 924.3(D)        | Separable Features May Cover the Entire Surface of a Useful Article    |
| 924.3(E)        | Separating the Design Feature from the Useful Article                  |
| 924.3(F)        | The Overall Shape of a Useful Article Is Not Protectable               |
| 924.4           | The Originality Test   |
| 924.5           | Guidelines for Applying the Separability and Originality Tests         |
| 924.6           | Application Tips for Registering the Design of a Useful Article        |
| 924.6(A)        | One Application Per Article  |
| 924.6(B)        | Completing the Application   |
| 924.6(C)        | Preparing the Identifying Material                                     |
| 925             | Works of Artistic Craftsmanship  |
| 925.1           | What Is a Work of Artistic Craftsmanship?                              |
| 925.2           | Copyrightable Authorship in Works of Artistic Craftsmanship            |
| 925.3           | Works of Artistic Craftsmanship Distinguished from a Useful Article    |
| 926             | Architectural Works  |
| 926.1           | Architectural Works Distinguished from Technical Drawings              |
| 926.2           | Copyrightable Authorship in Architectural Works                        |
| <b>926.2(A)</b> | Standard Configurations  |
| <b>926.2(B)</b> | Functional Features  |
| <b>926.2(C)</b> | Building Design Created Before December 1, 1990                        |
| 926.3           | Application Tips for Architectural Works                               |

## Chapter 1000

| Section          | Heading   |
|------------------|---|
| 1006             | Copyrightable Subject Matter  |
| <b>1006.1(B)</b> | Databases   |
| 1008.3(A)        | What Constitutes Publication?   |
| 1008.3(B)        | Reproduction and Distribution Distinguished from Performance and Display              |
| 1008.3(C)        | The Authorization Requirement   |
| 1008.3(F)        | Determining the Publication Status of a Work Made Available Only Online               |
| 1008.4           | Identifying the Work(s) That May Be Included in the Claim                             |
| 1008.6(B)        | Unpublished Website Content   |
| 1008.7           | Statutory Damages   |
| 1009.3           | Year of Completion  |
| 1009.4           | Date and Nation of First Publication  |
| <b>1009.8</b>    | Limitation of Claim   |
| <b>1010.1</b>    | Deposit Requirements for Registration   |
| 1010.3           | Deposit Requirements for Unpublished Works and Works Published Solely Online          |
| 1010.4           | Uploading Large Files or Large Numbers of Files to the Electronic Registration System |
| <b>1010.6(G)</b> | Databases Contained or Embedded Within a Website                                      |

## Chapter 1100

| Section   | Heading  |
|-----------|--|
| 1101      | What This Chapter Covers                               |
| 1102      | [Reserved]   |
| 1103      | The Unit of Publication Option                         |
| 1103.1    | What Is a Unit of Publication?                         |
| 1103.1(A) | The Unit Must Contain Separately Fixed Component Works |

|                  |  |
|------------------|--|
| 1103.1(B)        | The Unit Must Contain an Actual Copy or Phonorecord of the Works                   |
| 1103.1(C)        | The Works Must Be Physically Bundled in the Unit                                   |
| 1103.1(D)        | The Works Must Be Distributed to the Public in the Unit                            |
| 1103.1(E)        | Works That Do Not Qualify as a Unit of Publication                                 |
| 1103.2           | Eligibility Requirements   |
| <b>1103.3</b>    | Registration Requirements  |
| <b>1103.4</b>    | Completing the Application   |
| 1103.4(A)        | Type of Work   |
| <b>1103.4(B)</b> | Title  |
| 1103.4(C)        | Publication / Completion   |
| <b>1103.4(D)</b> | Authors of the Component Works   |
| 1103.4(E)        | Manufacturer, Publisher, Producer, Packager, or Creator of the Unit of Publication |
| <b>1103.4(F)</b> | Author Created / Nature of Authorship  |
| <b>1103.4(G)</b> | Claimants / Transfer Statement   |
| 1103.4(H)        | Limitation of Claim  |
| <b>1103.4(I)</b> | Rights and Permissions Information   |
| 1103.4(J)        | Correspondent / Mailing Address for the Certificate of Registration                |
| <b>1103.4(K)</b> | Special Handling   |
| 1103.4(L)        | Certification  |
| 1104             | The Sound Recording / Recorded Work Option   |
| 1105             | Group Registration   |
| 1105.1           | What Is a Group Registration?  |
| 1105.2           | Group Registration Options   |
| 1105.3           | Registration Requirements  |
| 1105.4           | The Scope of a Group Registration  |
| 1106             | Group Registration of Unpublished Works  |
| 1106.1           | Eligibility Requirements   |

|  |   |
|--|---|
| 1106.1(A)                                  | The Group Must Be Limited to Unpublished Works                      |
| 1106.1(B)                                  | Works That May Be Registered with this Option                       |
| 1106.1(C)                                  | The Number of Works That May Be Included in the Group               |
| 1106.1(D)                                  | The Works Must Be Registered in the Same Administrative Class       |
| 1106.1(E)                                  | The Author and Claimant for Each Work Must Be the Same              |
| 1106.2                                     | Application Requirements  |
| 1106.3                                     | Filing Fee Requirements   |
| <b>1106.3(A)<br/>through<br/>1106.3(L)</b> | Registration Process Overview<br>through<br>Certification           |
| 1106.4                                     | Deposit Requirements  |
| 1106.5                                     | Completing the Application: Group Registration of Unpublished Works |
| 1106.5(A)                                  | Types of Works  |
| 1106.5(B)                                  | Titles of the Works   |
| 1106.5(C)                                  | Year of Completion / Year of Creation                               |
| 1106.5(D)                                  | Authors / Claimants   |
| 1106.5(E)                                  | Anonymous and Pseudonymous Works                                    |
| 1106.5(F)                                  | Works Made for Hire   |
| 1106.5(G)                                  | Author Created  |
| 1106.5(H)                                  | Limitation of Claim   |
| 1106.5(I)                                  | Rights and Permissions Information                                  |
| 1106.5(J)                                  | Correspondent / Mailing Address for the Certificate of Registration |
| 1106.5(K)                                  | Special Handling  |
| 1106.5(L)                                  | Certification   |
| 1106.6                                     | Unpublished Collections Eliminated March 15, 2019                   |
| 1107                                       | Group Registration of Serials                                       |
| 1107.1                                     | What Is a Serial?   |
| 1107.2                                     | Eligibility Requirements  |

|           |  |
|-----------|--|
| 1107.2(A) | The Collective Work Requirement  |
| 1107.2(B) | Collective Work Authorship   |
| 1107.2(C) | All New Collective Works   |
| 1107.2(D) | Discrete, Self-Contained Collective works  |
| 1107.3    | Application Requirements   |
| 1107.4    | Filing Fee Requirements  |
| 1107.5    | Deposit Requirements   |
| 1107.5(A) | Digital Copies Required  |
| 1107.5(B) | File Naming Convention for Digital Copies  |
| 1107.5(C) | Uploading the Digital Files  |
| 1107.5(D) | Physical Copies Permitted Until December 31, 2019                                    |
| 1107.5(D) | Special Relief   |
| 1107.6    | Completing the Application: Group Registration of Serials                            |
| 1107.6(A) | Type of Group  |
| 1107.6(B) | Identifying the Serial   |
| 1107.6(C) | International Standard Serial Number (ISSN)  |
| 1107.6(D) | Nation of First Publication / Author's Citizenship                                   |
| 1107.6(E) | Volume, Number, Issue Date, and Date of Publication                                  |
| 1107.6(F) | Author / Claimant  |
| 1107.6(G) | Rights and Permissions Information   |
| 1107.6(H) | Correspondent / Mailing Address for the Certificate of Registration                  |
| 1107.6(I) | Special Handling   |
| 1107.6(J) | Certification  |
| 1107.7    | Scope of Protection for Serial Issues Registered Under the Group Registration Option |
| 1108      | Group Registration of Newspaper Issues   |
| 1108.1    | What Is a Newspaper?   |
| 1108.2    | Eligibility Requirements   |

|              |   |
|--------------|---|
| 1108.2(A)    | The Collective Work Requirement   |
| 1108.2(B)    | Collective Work Authorship  |
| 1108.2(C)    | All New Collective Works  |
| 1108.2(D)    | Discrete, Self-Contained Collective Works   |
| 1108.3       | Application Requirements  |
| 1108.4       | Filing Fee Requirements   |
| 1108.5       | Deposit Requirements  |
| 1108.5(A)    | Digital Copies Required   |
| 1108.5(A)(1) | Final Edition Required; Early Editions and Local Editions Permitted                     |
| 1108.5(A)(2) | PDF Format Required   |
| 1108.5(A)(3) | File Naming Convention  |
| 1108.5(A)(4) | Uploading the Digital Files   |
| 1108.5(B)    | Special Relief from the Deposit Requirements  |
| 1108.6       | Completing the Application: Group Registration of Newspaper Issues                      |
| 1108.6(A)    | Type of Group   |
| 1108.6(B)    | Identifying the Newspaper   |
| 1108.6(C)    | International Standard Serial Number (ISSN)   |
| 1108.6(D)    | Publication Dates for the Issues in the Group   |
| 1108.6(E)    | Nation of First Publication   |
| 1108.6(F)    | Number of Issues in the Group   |
| 1108.6(G)    | Author / Claimant   |
| 1108.6(H)    | Rights and Permissions Information  |
| 1108.6(I)    | Correspondent / Mailing Address for the Certificate of Registration                     |
| 1108.6(J)    | Special Handling  |
| 1108.6(K)    | Certification   |
| 1108.7       | Scope of Protection for Newspaper Issues Registered Under the Group Registration Option |
| 1109         | Group Registration of Newsletters   |

|           |  |
|-----------|--|
| 1109.1    | What Is a Newsletter?  |
| 1109.2    | Eligibility Requirements   |
| 1109.2(A) | Each Work Must Be an All-New Issue or an All-New Collective Work                         |
| 1109.2(B) | Discrete, Self-Contained Works   |
| 1109.3    | Application Requirements   |
| 1109.4    | Filing Fee Requirements  |
| 1109.5    | Deposit Requirements   |
| 1109.5(A) | Digital Copies Required  |
| 1109.5(B) | File Naming Convention   |
| 1109.5(C) | Uploading the Digital Files  |
| 1109.5(D) | Special Relief   |
| 1109.6    | Completing the Application: Group Registration of Newsletters Issues                     |
| 1109.6(A) | Type of Group  |
| 1109.6(B) | Identifying the Newsletter   |
| 1109.6(C) | International Standard Serial Number (ISSN)  |
| 1109.6(D) | Publication Dates for the Issues in the Group  |
| 1109.6(E) | Nation of First Publication  |
| 1109.6(F) | Number of Issues in the Group  |
| 1109.6(G) | Author / Claimant  |
| 1109.6(H) | Rights and Permissions Information   |
| 1109.6(I) | Correspondent / Mailing Address for the Certificate of Registration                      |
| 1109.6(J) | Special Handling   |
| 1109.6(K) | Certification  |
| 1109.7    | Scope of Protection for Newsletter Issues Registered Under the Group Registration Option |
| 1110      | Group Registration for Contributions to Periodicals                                      |
| 1110.1    | What Is a Contribution to a Periodical?  |
| 1110.2    | Eligibility Requirements   |

|                     |   |
|---------------------|---|
| <b>1110.3</b>       | Application Requirements  |
| 1110.4              | Filing Fee Requirements   |
| 1110.5              | Deposit Requirements  |
| <b>1110.6</b>       | When May an Application for a Group Registration Be Filed?                            |
| 1110.7              | Completing the Application: Group Registration of Contributions to Periodicals        |
| 1110.7(A)           | Type of Group   |
| <b>1110.7(B)</b>    | Identifying the Works Included within the Group                                       |
| <b>1110.7(B)(1)</b> | Identifying the Contributions   |
| 1110.7(B)(2)        | Identifying the Periodicals   |
| <b>1110.7(C)</b>    | Identifying the Author  |
| <b>1110.7(D)</b>    | Identifying the Copyrightable Material that the Author Created                        |
| <b>1110.7(E)</b>    | Identifying the Copyright Claimant  |
| <b>1110.7(F)</b>    | Rights and Permissions Information  |
| 1110.7(G)           | Correspondent / Mailing Address for the Certificate of Registration                   |
| <b>1110.7(H)</b>    | Special Handling  |
| 1110.7(I)           | Certification   |
| 1110.8              | Contributions That Do Not Satisfy the Group Registration Requirements                 |
| 1111                | Group Registration of Short Online Literary Works                                     |
| 1111.1              | What Is a Literary Work?  |
| 1111.2              | What Is a Short Online Literary Work?   |
| 1111.3              | Eligibility Requirements  |
| 1111.3(A)           | All of the Works Must Be Short Online Literary Works                                  |
| 1111.3(B)           | The Number of Works That May Be Included in the Group                                 |
| 1111.3(C)           | The Number of Words in Each Work  |
| 1111.3(D)           | All the Works Must Be First Published Online within Three Consecutive Calendar Months |
| 1111.3(E)           | The Author and Claimant for Each Work Must Be the Same Individual                     |
| 1111.4              | Application Requirements  |

|               |   |
|---------------|---|
| 1111.5        | Filing Fee Requirements   |
| 1111.6        | Deposit Requirements  |
| 1111.7        | Completing the Application: Group Registration of Short Online Literary Works |
| 1111.7(A)     | Preparing the List of Titles, File Names, Publication Dates, and Word Counts  |
| 1111.7(B)     | Type of Group   |
| 1111.7(C)     | Title of the Group  |
| 1111.7(D)     | Number of Works in the Group  |
| 1111.7(E)     | Year of Completion  |
| 1111.7(F)     | Earliest / Latest Publication Date  |
| 1111.7(G)     | Nation of First Publication   |
| 1111.7(H)     | File Name for the List  |
| 1111.7(I)     | Titles of the Individual Works  |
| 1111.7(J)     | Authors / Claimants   |
| 1111.7(K)     | Anonymous and Pseudonymous Works  |
| 1111.7(L)     | The Author's Country of Citizenship or Domicile                               |
| 1111.7(M)     | Limitation of Claim   |
| 1111.7(N)     | Rights and Permissions Information  |
| 1111.7(O)     | Correspondent / Mailing Address for the Certificate of Registration           |
| 1111.7(P)     | Special Handling  |
| 1111.7(Q)     | Certification   |
| 1112          | Group Registration of Database Updates and Revisions                          |
| 1112.1        | What Is a Database?   |
| 1112.2        | The Scope of a Group Registration for a Database                              |
| 1112.3        | The Scope of a Group Registration for a Photographic Database                 |
| <b>1112.4</b> | Eligibility Requirements  |
| 1112.5        | Application Requirements  |
| 1112.6        | Filing Fee Requirements   |

|                                    |   |
|------------------------------------|---|
| <b>1112.7</b>                      | Deposit Requirements  |
| 1112.7(A)                          | Databases That Do Not Consist Predominantly of Photographs  |
| 1112.7(B)                          | Databases That Predominantly Consist of Photographs   |
| <b>1112.7(C)</b>                   | Descriptive Statement   |
| <b>1112.8</b>                      | Completing the Application: Group Registration of Databases                                       |
| <b>1112.8(A) through 1112.8(F)</b> | Space 1: Title<br>through<br>Spaces 5 & 6: Previous Registration / Derivative Work or Compilation |
| 1112.8(G)                          | Space 8: Certification  |
| <b>1112.8(H)</b>                   | Spaces 7 & 9: Correspondent and Mailing Address for the Certificate                               |
| <b>1112.9</b>                      | Effective Date of Registration for a Group of Revisions or Updates to a Database                  |
| <b>1112.10</b>                     | Databases That Do Not Satisfy the Group Registration Requirements                                 |
| 1113                               | [Reserved]  |
| 1114                               | Group Registration of Photographs   |
| 1114.1                             | Eligibility Requirements  |
| 1114.2                             | Application Requirements  |
| 1114.3                             | Filing Fee Requirements   |
| 1114.4                             | Deposit Requirements  |
| 1114.4(A)                          | Digital Photographs and Mandatory Title List  |
| 1114.4(B)                          | Submitting the Digital Files and Mandatory Title List   |
| 1114.4(C)                          | Special Relief from the Deposit Requirements  |
| 1114.5                             | When May an Application for a Group Registration Be Filed?  |
| 1114.6                             | Completing the Application: Group Registration of Photographs                                     |
| 1114.6(A)                          | Preparing the Title List  |
| 1114.6(B)                          | Type of Group   |
| 1114.6(C)                          | Title of the Group  |
| 1114.6(D)                          | Title and Publication Information for Each Photograph   |
| 1114.6(E)                          | Number of Photographs in the Group  |

|                                      |  |
|--------------------------------------|--|
| 1114.6(F)                            | Year of Completion   |
| 1114.6(G)                            | Earliest / Latest Publication Date   |
| 1114.6(H)                            | Nation of Publication  |
| 1114.6(I)                            | Identifying the Author of the Photographs  |
| 1114.6(I)(1)                         | Photos Shot by an Individual Photographer  |
| 1114.6(I)(2)                         | Photos Created as Works Made For Hire  |
| 1114.6(I)(3)                         | The Author's Country of Citizenship or Domicile  |
| 1114.6(J)                            | Identifying the Copyrightable Material that the Author Created   |
| 1114.6(K)                            | Identifying the Copyright Claimant   |
| 1114.6(L)                            | Rights and Permissions Information   |
| 1114.6(M)                            | Correspondent / Mailing Address for the Certificate of Registration  |
| 1114.6(N)                            | Special Handling   |
| 1114.6(O)                            | Certification  |
| 1114.7                               | Photographs That Do Not Satisfy the Group Registration Requirements for GRUPH or GRPPH   |
| 1115                                 | [Reserved]   |
| 1116                                 | Serials, Newspapers, and Newsletters at a Glance   |
| 1116.1                               | Eligibility Requirements   |
| 1116.2                               | Application Requirements   |
| 1116.3                               | Filing Fee Requirements  |
| 1116.4                               | Deposit Requirements   |
| 1116.6(A)                            | Form VA  |
| 1116.6(A)(1) through<br>1116.6(A)(6) | Space 1: Title of this Work<br>through<br>Spaces 5 through 9   |
| 1116.6(B)                            | Form GR/PPh/CON  |
| 1116.6(B)(1) through<br>1116.6(B)(2) | Space A: Identification of Author and Claimant<br>through<br>Spaces B & C: Copyright Registration for a Group of Published Photographs |
| 1117                                 | Photographs at a Glance  |

## **Chapter 1200**

| <b>Section</b>                               | <b>Heading</b>   |
|--|--|
| 1210.2(B)                                    | Filing Fee   |
| 1212.10                                      | Space 11: Certification  |
| <b>1212.10(A)<br/>through<br/>1212.10(D)</b> | Signature Required<br>through<br>Certification Date              |
| 1214   | Submitting the Application, Filing Fee, and Identifying Material |

## **Chapter 1300**

| <b>Section</b> | <b>Heading</b>   |
|----------------|--|
| 1302           | Vessel Design Protection Distinguished from Copyright Protection |
| <b>1309.3</b>  | Name or Distinctive Identification of Owner                      |
| 1311.4         | Filing Fees  |
| 1313.1         | Views and Use of Perspective                                     |
| 1314           | Submitting the Application, Filing Fee, and Deposit Material     |
| 1317           | Certificate of Correction for a Completed Registration           |

## **Chapter 1400**

| <b>Section</b>               | <b>Heading</b>                          |
|------------------------------|---|
| 1401                         | What This Chapter Covers                |
| 1402                         | Applications                            |
| 1402.1                       | Statutory Basis for the Application     |
| 1402.2                       | Statutory Requirements for Applications |
| 1402.3                       | Types of Applications                   |
| <b>1402.4(A)<br/>through</b> | The Online Application<br>through       |

|  |   |
|--|---|
| <b>1402.4(C)</b>                         | Multiple Types of Works   |
| <b>1402.5</b>                            | Single Applications   |
| <b>1402.6</b>                            | Group Registration Applications   |
| <b>1402.6(A) through<br/>1402.6(D)</b>   | Group Registration of Serials: Online Application / Form SE/Group<br>through<br>Group Registration of Published Photographs: Online Application / Form GR/PPh/CON |
| <b>1402.7</b>                            | Supplementary Registration: Online Application/Form CA  |
| <b>1402.8</b>                            | Renewal Registration Applications: Form RE and RE/Addendum  |
| <b>1402.9</b>                            | GATT Registration Applications: Form GATT   |
| <b>1402.10</b>                           | Additional Information Regarding Paper Applications   |
| <b>1402.10(A) through<br/>1402.10(B)</b> | Quality and Legibility of the Application<br>through<br>Continuation Sheets: Form CON   |
| <b>1403</b>                              | The Standard Application  |
| <b>1404</b>                              | Paper Applications  |
| <b>1405</b>                              | The Single Application  |
| <b>1405.1</b>                            | Who May File the Single Application?  |
| <b>1405.2</b>                            | Eligibility Requirements  |
| <b>1405.3</b>                            | Works That Cannot Be Registered with the Single Application   |
| <b>1405.4</b>                            | The One Work Requirement  |
| <b>1405.5</b>                            | The One Author Requirement  |
| <b>1405.6</b>                            | The One Owner Requirement   |
| <b>1405.7</b>                            | Content Requirements  |
| <b>1406</b>                              | Group Registration Applications   |
| <b>1406.1</b>                            | Group Registration of Unpublished Works (GRUW)  |
| <b>1406.2</b>                            | Group Registration of Serials (GRSE)  |
| <b>1406.3</b>                            | Group Registration of Newspapers (GRNP)   |
| <b>1406.4</b>                            | Group Registration of Newsletters (GRNL)  |
| <b>1406.5</b>                            | Group Registration of Contributions to Periodicals (GRCP)   |

|               |   |
|---------------|---|
| 1406.6        | Group Registration of Short Online Literary Works (GRTX)  |
| 1406.7        | Group Registration of Published Photographs (GRPPH) and Group Registration of Unpublished Photographs (GRUPH) |
| 1406.8        | Group Registration of Database Updates or Revisions   |
| 1406.9        | Group Registration of Questions, Answers, and Other Items Prepared for Use in a Secure Test (GRSTQ)           |
| 1407          | Supplementary Registration: Online Application / Form CA  |
| 1408          | Renewal Registration Applications: Form RE and RE/Addendum  |
| 1409          | GATT Registration Applications: Form GATT   |
| 1410          | Preregistration   |
| 1411          | Waivers   |
| <b>1412</b>   | Filing Fees   |
| <b>1412.1</b> | Statutory Basis for Setting Filing Fees   |
| <b>1412.2</b> | Where to Find Specific Filing Fee Information   |
| <b>1412.3</b> | Submitting Filing Fees  |
| <b>1412.4</b> | Acceptable Forms of Payment   |
| <b>1412.5</b> | Deposit Accounts  |
| <b>1412.6</b> | Refunds   |
| 1412.7        | Cancellation of Registration in Cases of Dishonored Checks  |
| 1412.8        | Special Handling Fees   |

## Chapter 1500

| Section | Heading                                       |
|---------|---|
| 1504.1  | Work Exempt from the Best Edition Requirement |
| 1506    | Identifying Material                          |
| 1507.2  | Electronic Format                             |
| 1508.1  | Electronic Deposit Copy(ies)                  |
| 1508.2  | Hard Copy Deposits                            |

|  |   |
|--|---|
| 1508.3                                     | Submitting the Deposit by Mail or by Commercial Carrier                             |
| 1508.6                                     | Screening Deposits for Anthrax and Other Contaminants                               |
| 1508.8(A)                                  | What Is Special Relief?   |
| 1508.8(B)                                  | How to Request Special Relief   |
| <b>1509.1</b>                              | Deposit Requirements for Literary Works   |
| 1509.1(A)                                  | Literary Monographs   |
| 1509.1(B)                                  | Serials   |
| 1509.1(C)                                  | Legal Publications  |
| <b>1509.1(D)</b>                           | Book Jackets  |
| <b>1509.1(E)</b>                           | Games   |
| 1509.1(F)                                  | Computer Programs   |
| <b>1509.1(F)(1)</b>                        | Source Code   |
| 1509.1(F)(2)                               | Derivative Computer Programs  |
| <b>1509.1(F)(3)</b>                        | Source Code That Does Not Contain Trade Secret Material                             |
| <b>1509.1(F)(4)</b>                        | Source Code That Contains Trade Secret Material                                     |
| 1509.1(F)(4)(a)                            | Background  |
| 1509.1(F)(4)(b)                            | Computer Programs That Contain Trade Secret Material                                |
| <b>1509.1(F)(4)(c)</b>                     | Derivative Computer Programs That Contain Trade Secret Material                     |
| <b>1509.1(F)(4)(d)</b>                     | Appropriate Method for Blocking Out Source Code That Contains Trade Secret Material |
| <b>1509.1(F)(4)(e)</b>                     | Special Relief for Computer Programs Containing Trade Secrets                       |
| <b>1509.1(F)(5)</b>                        | Computer Programs Fixed in a CD-ROM   |
| <b>1509.1(F)(6)</b>                        | Computer Screen Displays  |
| 1509.1(F)(7)                               | User Manuals and Other Documentation for a Computer Program                         |
| <b>1509.1(G)<br/>through<br/>1509.1(I)</b> | Databases<br>through<br>Instructional Works   |
| 1509.1(J)                                  | Tests and Answer Material for Tests   |
| 1509.1(K)                                  | Deposit Requirements for Group Registration Options                                 |

|                     |   |
|---------------------|---|
| <b>1509.1(L)</b>    | Foreign Literary Works  |
| <b>1509.1(M)</b>    | GATT Literary Works   |
| 1509.1(N)           | Deposit Requirements for Literary Works: At a Glance                                    |
| <b>1509.2</b>       | Deposit Requirements for Works of the Performing Arts                                   |
| 1509.2(A)           | Musical Works   |
| 1509.2(A)(2)(a)     | Musical Works Published in the United States in Phonorecords                            |
| 1509.2(A)(2)(b)     | Musical Works Published in the United States in Printed Copies                          |
| 1509.2(A)(2)(c)     | Musical Works First Published in a Foreign Country                                      |
| 1509.2(B)           | Sound Recordings  |
| 1509.2(B)(4)        | Sound Recordings First Published in a Foreign Country                                   |
| <b>1509.2(E)</b>    | Audiovisual Works   |
| 1509.2(F)           | Motion Pictures   |
| 1509.2(F)(2)(a)     | Motion Pictures Published in the United States on or After January 1, 1978              |
| 1509.2(F)(3)        | Motion Pictures Contained in Formats That Cannot Be Viewed by the U.S. Copyright Office |
| 1509.2(G)           | Deposit Requirements for Group Registration Options                                     |
| <b>1509.2(H)</b>    | Foreign Works of the Performing Arts  |
| <b>1509.2(I)</b>    | GATT Works of the Performing Arts   |
| 1509.2(J)           | Registration Deposit Requirements for Works of the Performing Arts: At a Glance         |
| 1509.3              | Visual Arts Works   |
| 1509.3(A)(2)        | Published Works   |
| 1509.3(A)(4)        | Works Reproduced in Sheet-like Materials  |
| 1509.3(A)(12)       | Deposit Requirements for Group Registration Options                                     |
| 1509.3(B)(1)        | Identifying Material Required   |
| 1509.3(B)(2)        | Actual Copy(ies) Permitted in Some Exceptional Cases                                    |
| 1509.3(D)           | Architectural Works   |
| <b>1509.3(E)(3)</b> | GATT Visual Arts Works  |
| 1509.3(F)           | Registration Deposit Requirements for Visual Arts Works: At a Glance                    |

|                  |   |
|------------------|---|
| 1510             | Storage of Deposits   |
| 1510.1           | Deposit Storage   |
| 1511.6           | Mandatory Deposit for Electronic Serials                        |
| 1511.7(D)        | Certificate of Receipt  |
| 1511.8           | Mandatory Deposit Requirements for Specific Categories of Works |
| 1511.8(A)        | Literary Monographs   |
| 1511.8(B)        | Serials Published in a Physical Format                          |
| 1511.8(C)        | Published Newspapers  |
| <b>1511.8(D)</b> | Computer Programs and Computerized Information Works            |
| 1511.8(E)        | Musical Works   |
| <b>1511.8(F)</b> | Motion Pictures   |
| 1511.8(G)        | Published Multimedia Kits                                       |
| <b>1511.8(H)</b> | Limited Edition Visual Arts Works                               |
| <b>1511.8(I)</b> | Globes and Other Three-Dimensional Cartographic Works           |
| 1511.8(J)        | Architectural Works   |

## Chapter 1600

| Section | Heading  |
|---------|--|
| 1601    | What this Chapter Covers   |
| 1603    | Eligibility Requirements   |
| 1604.1  | Preregistration is a Temporary “Placeholder” for an Actual Registration                              |
| 1604.2  | Uses of Preregistration  |
| 1605    | Preregistration for a Sound Recording Distinguished from a Preregistration for a Musical Composition |
| 1606    | Completing the Application   |
| 1606.2  | Type of Work   |
| 1606.4  | Author   |

|                |                                   |
|----------------|-----------------------------------|
| <b>1606.10</b> | Filing Fee                        |
| 1609           | Effective Date of Preregistration |

## Chapter 1700

| Section | Heading   |
|---------|---|
| 1702    | Registration Refused After Examination                        |
| 1705    | Registration Decision Date and Effective Date of Registration |
| 1708.1  | Filing Fees   |

## Chapter 1800

| Section      | Heading   |
|--------------|---|
| 1802.4       | Records That Cannot Be Corrected or Amplified with a Supplementary Registration |
| 1802.7(B)    | Ownership Issues  |
| 1802.7(C)    | Publication Issues  |
| 1802.8       | Completing the Application  |
| 1802.8(A)    | Completing the Online Application   |
| 1802.8(A)(1) | Eligibility Requirements  |
| 1802.8(A)(3) | Identifying the Work(s) Covered by the Basic Registration                       |
| 1802.8(A)(4) | Correcting and/or Amplifying the Basic Registration                             |
| 1802.8(B)    | Completing Form CA  |
| 1802.8(B)(5) | Space F: Contact Information  |
| 1802.8(B)(6) | Space G: Certification  |
| 1802.8(C)    | Filing Fee  |
| 1802.8(D)    | Copy of the Certificate of Registration for the Basic Registration              |
| 1802.8(E)    | Deposit Copy(ies) Not Required  |
| 1802.9(B)    | Identifying the Basic Registration  |

|               |   |
|---------------|---|
| 1802.9(C)     | Examination of the Certificate of Registration for the Basic Registration   |
| 1802.9(F)     | Certification Requirements  |
| 1802.12       | Registration Decision Date and Effective Date of Supplementary Registration |
| 1803          | New Application for a New Basic Registration                                |
| <b>1805.2</b> | Filing Fees   |
| 1807.4(A)     | Registrations Issued in the Wrong Class or Series                           |
| 1807.4(B)     | Registrations Cancelled for Failure to Pay the Filing Fee                   |
| 1807.4(D)     | Registrations Cancelled for Substantive Defects in Registration             |
| 1807.4(E)     | Voluntary Cancellation  |

## Chapter 1900

| Section | Heading   |
|---------|---|
| 1901    | What This Chapter Covers  |
| 1905    | Distribution of Copies or Phonorecords of a Work                    |
| 1905.1  | Distribution to the Public  |
| 1906.1  | Offering to Distribute Copies or Phonorecords to a Group of Persons |

## Chapter 2000

| Section          | Heading                                    |
|------------------|--|
| 2004.1           | Multilateral Treaties                      |
| <b>2007.2(A)</b> | Form GATT                                  |
| 2007.2(A)(1)     | Who May File Form GATT?                    |
| 2007.2(A)(2)     | Author of a Restored Work                  |
| 2007.2(A)(3)     | Publication of a Restored Work             |
| 2007.2(A)(4)     | Owner of U.S. Copyright in a Restored Work |
| 2007.2(B)        | Filing Fees                                |

## **Chapter 2100**

| <b>Section</b>  | <b>Heading</b>  |
|---|---|
| 2101  | What this Chapter Covers  |
| 2102  | Copyright Renewal   |
| 2103  | Intent, Purpose, and Impact on Renewal Registration                         |
| 2111.2  | Complete Filing Fee   |
| 2112.2  | Two Filing Fees—One for Each Form   |
| 2112.3  | Deposit Material Required   |
| 2115.3(C)   | Revisions / New Material in a Derivative Work                               |
| 2115.4  | Author Information  |
| 2115.4(C)   | Nationality and Domicile  |
| 2115.5(B)   | Determining the Party in Whom the Renewal Copyright Vested                  |
| 2115.7  | Certification Required  |
| 2116.2  | Author Information  |
| 2116.2(A)   | Name of Eligible Author   |
| 2116.5(A)   | Deposit Requirement   |
| 2116.5(B)   | Alternative Deposit Material  |
| 2116.5(B)(1)  | Identical to the Complete Work as First Published                           |
| 2116.5(E)   | Based on First Publication  |
| 2118.7  | Text and Illustrations Owned Separately for the Renewal Term                |
| 2122.5  | Sound Recordings  |
| 2131  | Corrected Original Registration Records                                     |
| 2138  | Correcting and / or Amplifying Information in a Renewal Registration Record |
| Part VIII –<br>Definition of<br>“Unpublished<br>collection” | Glossary of Terms   |

## **Chapter 2200**

| <b>Section</b> | <b>Heading</b>   |
|----------------|--|
| 2203.3         | Phonorecords   |
| 2205.1(C)      | Antedated Notice: Date in the Notice Earlier than the Actual Year of First Publication |
| 2205.1(D)      | Postdated Notice: Date in the Notice Later than the Actual Year of First Publication   |
| 2207           | Location and Placement of the Notice   |
| 2207.1(A)      | Literary Works Published in Book Form  |
| 2207.1(B)      | Single Leaf Works  |
| 2207.1(E)      | Periodicals or Other Serials   |
| 2207.2         | Contributions to Collective Works  |
| 2207.3(A)      | Musical Works Embodied in Copies   |
| 2207.6         | Motion Pictures and Other Audiovisual Works  |
| 2207.7         | Pictorial, Graphic, and Sculptural Works   |
| 2207.7(A)      | Works of Unusual Size or Characteristics   |
| 2207.7(B)      | Works Consisting of Sheet-Like or Strip Material                                       |
| 2207.7(C)      | Works with Separable Parts Published in a Permanent Container                          |
| 2207.9         | Works Published in Machine-Readable Copies   |
| 2209.2         | Restricted Notice  |

## **Chapter 2300**

| <b>Section</b> | <b>Heading</b>  |
|----------------|---|
| 2309.11(B)     | The Fee for Additional Titles   |
| <b>2309.14</b> | Return Receipts for Transfers of Ownership or Other Documents Pertaining to Copyright |
| 2310.7(D)      | The Filing Fee Requirement  |

## **Chapter 2400**

| <b>Section</b> | <b>Heading</b>  |
|----------------|---|
| 2403           | Contact Information for RRCS                                |
| 2405.2         | Restricted Records  |
| 2406.2(C)      | Search Fees   |
| 2407.1(D)(2)   | Deposits  |
| 2407.6         | Inspection and Copying Fees                                 |
| 2408.3         | Fees for Additional Certificates of Registration or Renewal |
| 2409.4         | Certification Fees  |
| 2410.3         | Full-Term Retention Fees                                    |
| 2411.3         | Fees for Expedited Service                                  |

## **Glossary**

| <b>Page</b> | <b>Heading</b>                    |
|-------------|-----------------------------------|
| 1           | Introduction                      |
| 1           | 1976 Copyright Act                |
| 1           | Applied art                       |
| 4           | Copies                            |
| 4           | Daily newsletter                  |
| 6           | Design of a useful article        |
| 6           | EIDR                              |
| 7           | Entertainment Identifier Registry |
| 8           | Form CO                           |
| 8           | Form G/DN                         |
| 8           | Form GATT/CON                     |
| 8           | Form GP/PPh/CON                   |

|    |  |
|----|--|
| 8  | Form SE  |
| 8  | Form SE/Group                                      |
| 9  | Group registration                                 |
| 10 | Immaterial variance                                |
| 10 | International Standard Audiovisual Number ("ISAN") |
| 10 | International Standard Book Number ("ISBN")        |
| 10 | International Standard Music Number ("ISMN")       |
| 11 | International Standard Musical Work Code ("ISWC")  |
| 11 | International Standard Recording Code ("ISRC")     |
| 11 | International Standard Serial Number ("ISSN")      |
| 11 | International Standard Text Code ("ISTC")          |
| 11 | Licensing Division                                 |
| 12 | Literary monograph                                 |
| 13 | Material Variance                                  |
| 13 | Newspaper  |
| 13 | Newsletter   |
| 14 | Periodical   |
| 15 | Phonorecords                                       |
| 18 | Secure test  |
| 18 | Secure test item                                   |
| 19 | Separability                                       |
| 19 | Serial   |
| 19 | Short online literary work                         |
| 22 | Variance   |
| 24 | World Intellectual Property Organization ("WIPO")  |