**How to write a Copyright Statement**

Arising from a discussion within the Services Forum, EXSA was asked to consult a lawyer to draft an appropriate copyright statement that can be utilised by Members on floorplans, drawings, designs and other documentation to ensure that it is clearly communicated that the ‘works’ are clearly protected by copyright.

Copyright gives the creators of a wide range of material economical rights enabling them to control use of their material in a number of ways. Copyright protection exists from the moment a work is created in a fixed, tangible way. Copyright is an automatic unregistered right that comes into existence every time an original work is created, published and performed. To use copyrighted materials lawfully, the user must secure permission from the ‘person’ who owns the work. Copyright is not only potentially applicable for custom stand designs, but equally could be applied to an exhibition manual or a floor plan.

EXSA, on behalf of our Members, subsequently consulted Adv Louis Nel (011 463 4556; 083 679-4556; [louis.Nel@corporateoptions.co.za](mailto:louis.Nel@corporateoptions.co.za)) in this regard. Adv Nel has drafted the following statement that he advises should appear clearly on all documentation for which it is required that the ‘work’ is covered by copyright to be communicated. The statement should preferably appear in full at the beginning and end of a multi-page document. In addition, the document should be clearly dated.

*“© All designs, drawings, renderings, pictures, plans are the property of [insert name of company or individual] and all copyright and intellectual property rights therein vest exclusively in [insert name of company or individual]. Any unauthorised copying, adapting, use, transmission, reproduction or reverse engineering thereof, for whatever purpose and by whatever means, whether in full or in part, without prior written consent of [insert name of company or individual] is prohibited. Anyone who uses, distributes or makes infringing copies of this design will also be guilty of an infringement of copyright. [Insert date]”*

The following should appear at **the bottom of each page**:

© [REGISTERED NAME OF ENTITY] July 15 2014 [i.e. date of creation]

Members are encouraged to take appropriate actions to protect their intellectual property. If you have any questions in this regard you are encouraged to consult your own lawyer and talk to Adv Nel.