Copyright Registration Checklist

PLEASE COMPLETE AND RETURN TO:

trademarks@cobaltlaw.com
TEL: 510 841 9800  FAX: 510 295 2401
www.cobaltlaw.com

☐ Type of Work
(check all that apply; if you’re not sure, describe the work under “Other”):

☐ Literary (e.g., book, software code):
☐ Work of the performing arts (e.g., musical work):
☐ Work of visual arts (e.g., photograph, 2-D artwork):
☐ Motion picture, audio visual work:
☐ Sound Recording:
☐ Other:

☐ Title of the Work:

☐ Previous Titles, if any:

☐ Content Titles, if any
(e.g., titles of software modules, songs):

☐ Year of Completion of the Work:

☐ Published Work?

☐ Nation of First Publication:

☐ Date of first Publication:

☐ Copyright Office Preregistration Number, if any:
Authors (if the person was a W-2 employee of the Organization, list the Organization as an author. If the person/entity who created the contribution was an independent contractor, list the name of each independent contractor):

Author #1:

- Full Name of Individual Author or Name of Organization:
- Independent Contractor or W-2 employee of Organization?
- Citizenship or Domicile:
- Year of Birth (for individual authors only):
- Year of Death, if applicable:
- Description of contribution (e.g., software code, 2-D artwork):
- If independent contractor, provide a copy of the agreement or copyright assignment, if any. If it is not available, provide explanation:

Author #2:

- Full Name of Individual Author or Name of Organization:
- Independent Contractor or W-2 employee of Organization?
- Citizenship or Domicile:
- Year of Birth (for individual authors only):
- Year of Death, if applicable:
- Description of contribution (e.g., software code, 2-D artwork):
- If independent contractor, provide a copy of the agreement or copyright assignment, if any. If it is not available, provide explanation:

(Add names if needed)

Who will own the copyright? (Add names if needed)

- Name of Person or Organization:
- Address:
- If this is not an author, how was the copyright transferred (e.g., by agreement, by will):

If work is published as anonymous?

- If so, pseudonym is:

Is work published under a pseudonym?

If this work or another version has been registered with the Copyright Office:

- Name of previous registered work:
- Registration Number:
- Date of Registration:

If this work contains or is based on previously published material, material in the public domain or material not owned by you, list these materials:

- Name:
- Source:
- Type (e.g., open source software, photographs, text):
- Is it subject to a license agreement? If so, provide a copy.
- List all newly created materials (e.g., new software code, new artwork, new compilation):
☐ If you wish to provide to the public contact information for a person or organization to be contacted regarding permissions (optional):

- Name:
- Organization:
- Address:
- Email:
- Telephone:

☐ Do you need a copyright registration urgently?
If so, what is the reason (check all that apply):

- Prospective or pending litigation:
- Customs matter:
- Agreement that necessitates expedited issuance of copyright registration certificate:
- Other reason:

☐ If the work is computer software, does it include trade secrets?

☐ Individual or authorized officer who will sign the application on behalf of copyright claimant:

- Name:
- Title:

☐ Any additional relevant information about the work:

☐ Deposit Material: Please provide:

- For unpublished works: one copy of the work (digital file OK).
- For published works: two hard copies of the "best edition" of the work.
- For computer software:
- First 25 and last 25 pages of source code, or
- If the code contains trade secrets: the first 10 and last 10 pages of source code; or the first 25 and last 25 pages of object code, plus any 10 consecutive pages of source code; or, if the code is less than 50 pages long, we are required to provide the entire code with trade secrets portions blocked out.