**Digital Millennium Copyright Act (DMCA) Policy**

*[****Overview:*** *The Digital Millennium Copyright Act is a U.S. Federal Law that protects online communication vendors from copyright liability. If an ISP or other vendor follows certain procedures, it’s not liable for copyright infringement initiated by its subscribers. In other words, if a subscriber posted a third party’s recording or other copyrighted work, the subscriber might be liable for copyright infringement, but the vendor isn’t – even though the vendor’s computer made the authorized copy and displayed it to the public.*

*DMCA policies help vendors take advantage of the act’s “safe harbor”: its protection from liability. The policies are online announcements about the vendor’s procedures surrounding copyright infringement. That is why it is called “Copyright Notice Policies.]*

[The Digital Copyright Millennium Act of 1998](https://www.copyright.gov/legislation/dmca.pdf) (*right-click link)*

Date Posted: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This Policy statement list our requirements for notice of copyright infringement and for responses to such a notice if you or your materials are accused.

We used the copyright infringement procedure of the Digital Millennium Copyright Act.

A. Notice of Copyright Infringement

To Notify us of copyright infringement, please send a written communication to our Copyright Notices Department, at the contact points listed below in Part C. That written communication should include the following:

1. A physical or electronic signature of a person authorized to act on behalf of the owner of an exclusive right that is allegedly infringed.
2. Identification of the copyrighted work claimed to have been infringed, or, if multiple copyrighted works at a single online site are covered by a single notification, a representative list of such works at the site.
3. Identification of the material that is claimed to be infringing or to be the subject of infringing activity that is to be removed or access to which is to be disable, and information reasonably sufficient to permit us to locate the material.
4. Information reasonably sufficient to permit us to contact the complaining party, such as the address, telephone number, and, if available, an electronic mail address at which the complaining party may be contacted.
5. A statement that the complaining party has a good faith belief that use of the material in the manner complained of is not authorized by the copyright owner, its agent, or the law.
6. A statement that the information in the notification is accurate, and under penalty of perjury, that the complaining party is authorized to act on behalf of the owner of an exclusive right that is allegedly infringed.

B. Counter-Notice by Accused Subscriber

If you are a subscriber and we have taken down your materials due to suspicion of copyright infringement, you may dispute the alleged infringement by sending a written communication to our Copyright Notice Department, at the contact points listed in Part C below. The written communication should include the following:

1. A physical or electronic signature of the subscriber.
2. Identification of the material that has been removed or to which access has been disabled and the location at which the material appeared before it was removed or access to it was disabled.
3. A statement under penalty of perjury that the subscriber has a good faith belief that the material was removed or disabled as a result of mistake or misidentification of the material to be removed or disabled.
4. The subscriber’s name, address, and telephone number, and a statement that the subscriber consents to the jurisdiction of Federal District Court for the judicial district in which such address is located, or if the subscriber’s address is outside of the United States, the Federal District Court for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [insert vendor’s home district], and that the subscriber will accept service of process from the person who provided notification of copyright infringement or an agent of such person.

C. Agent for Notices

Please send all notices required by this policy to our Copyright Notice Department at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [address, phone number, and e-mail address].

D. Termination of Repeat Infringers

In appropriate circumstances, we will terminate the account of subscribers who are repeat copyright infringers.

E. Revision of Policy

We may review this policy at any time, including by posting a new version at this website.