

Rashauna NORMENT

LAW FIRM, PLLC

Patents | Trademarks | Copyrights
Intellectual Property Licensing
Intellectual Property Law

P.O. Box 30309
Little Rock, Arkansas 72260
Office: 501-319-7875 | www.NormentLawFirm.com

Rashauna Norment
Registered Patent Attorney
Rashauna@NormentLawFirm.com

COPYRIGHT INFORMATION FORM

Please fill out this Copyright Information Form completely and thoroughly. If more space is needed to answer the questions, please add additional pages.

1. **TITLE OF WORK:** _____

2. **TYPE OF WORK.** (check all that apply)

- Book, poem, lyrics, sheet music, or literary work
- Photographs or artwork
- Sound recording
- Audiovisual work
- Sculpture, jewelry, toy
- Other: Please describe _____

3. **FORMAT OF WORK.**

a. In what format is your Work?

_____ digital format (.pdf, media file, image file, etc)
_____ physical format (physical book, CD/disc, etc)

b. For digital files, do you need help in formatting or preparing your Work for filing with the Copyright Office?

Yes No If yes, what kind of help do you need? _____

4. **DATES ABOUT THE WORK.**

a. When was the Work completed? _____ / _____ / _____
Month Day Year

b. Do you have earlier unpublished versions of this Work? Yes No

If yes, when did you start preparing the earlier unpublished version of the Work?

_____ / _____ / _____
Month Day Year

5. PREVIOUS PUBLICATIONS. Has the Work been published, made available, sold, or shown publicly?

Yes No If Yes, when was earliest publication, sale, or availability to the public?

_____/_____/_____
Month Day Year

If Yes, where and how? _____

6. PREVIOUS REGISTRATIONS. Have you previously filed a copyright application to register another version or edition of this Work? Yes No

If Yes, what is the copyright registration number of the other work?

7. THIRD PARTY MATERIALS.

a. Does any of the Work contain any materials (text, photos/images, musical beats, etc) from third parties? Yes No

If yes, what was part(s) of the Work is from third parties?

b. If yes to 7(a), what is the source of the third party materials? Please provide copies of source materials and any written agreements/permissions

Public domain

Stock material (photograph, music, etc)

By permission

8. AUTHOR(S). List all authors and creators of the Work.

a. Name: _____

Mailing address: _____

E-mail address: _____

Telephone number: _____

Author's contribution / independent creation to the Work is:

Author did NOT independently create this part of the Work:

b. Name: _____

Mailing address: _____

E-mail address: _____

Telephone number: _____

Author's contribution / independent creation to the Work is:

Author did NOT independently create this part of the Work:

9. OWNER INFORMATION. Are the owner(s) of the copyright in the Work the same as the listed author(s)? Yes No If No, list all owner(s) of the copyright in the Work.

a. Name: _____

Mailing address: _____

E-mail address: _____

Telephone number: _____

Was ownership acquired by a Work for Hire Agreement? Yes No

If Yes, please provide a copy of the signed written agreement.

If Yes and ownership is by work for hire, was the Work for Hire Agreement signed before or after the Work was made? Before After Please provide a copy of the written agreement.

If the intent was to create a Work for Hire situation, please provide name and contact information of the independent contractor (or employee)

Independent Contractor/Employee Name: _____

Mailing address: _____

E-mail address: _____

Telephone number: _____

What did the independent contractor / employee provide with or for the Work?

b. Name: _____

Mailing address: _____

E-mail address: _____

Telephone number: _____

Was ownership acquired by a Work for Hire Agreement? Yes No

If Yes, please provide a copy of the signed written agreement.

If Yes, ownership is by work for hire, was the Work for Hire Agreement signed before or after the Work was made? Before After Please provide a copy of the written agreement.

If the intent was to create a Work for Hire situation, please provide name and contact information of the independent contractor (or employee)

Independent Contractor/Employee Name: _____

Mailing address: _____

E-mail address: _____

Telephone number: _____

What did the independent contractor / employee provide with or for the Work?

10. RIGHTS AND PERMISSIONS. If others want to ask for permission to use your Work, should they contact the person listed as Author #1 in Section 3(a) above? Yes No If No, then to whom?

a. Name: _____

Mailing address: _____

E-mail address: _____

Telephone number: _____

11. Other comments or questions:

Owner's signature

Date

Please return this completed Copyright Information Form, and any additional pages to Rashauna Norment at info@NormentLawFirm.com or

*Rashauna Norment Law Firm, PLLC
P.O. Box 30309
Little Rock, Arkansas 72260*