

FORM-I
Notice of Relinquishment of Copyright
[See rule 4]

To,

The Registrar of Copyrights,
Copyright Office,
Boudhik Sampada Bhawan, Plot No. 32,
Sector 14, Dwarka, New Delhi-110075
Phone: 011-25301202

Sir,

In accordance with section 21 of the Copyright Act, 1957 (14 of 1957), I hereby give notice that, with effect from the date of this notice, I do relinquish, to the extent specified in the enclosed affidavit, my rights in the work described in the said affidavit.

Yours faithfully,

Place.....

Date.....

(Signature)

Form of Affidavit referred to above

I,.....of
(full name in block letters)

.....do hereby or
(address)

Solemnly affirmation state that—

- (1) I am the author of the work described in the statement below;
- (2) I am the owner of the copyright in the said work to the extent specified in the said statement; and
- (3) I do hereby relinquish my rights in the said work to the extent specified in the said statement:

STATEMENT

Description of the work:

- (a) Class of the work (Literary, Dramatic, Musical, Artistic, Cinematograph Film, Sound Recording).
- (b) Title of the work, if any;
- (c) Full name, address and nationality of the author; (d) Language of the work, if any;
- (e) Name, address and nationality of the publisher, if any; (f) Year of first publication, if any;
- (g) Country of first publication, if any;
- (h) If the copyright in the work is registered under section 45, the Registration number, if known.

2. Rights owned by the deponent on the date of the affidavit.

(If the rights are owned jointly with others, state names, addresses and nationalities of the joint owners.)

3. Extent to which rights are relinquished.

4. Remarks, if any.

Place.....

Date.....

.....
(Signature)

Solemnly affirmed before me by

.....
.....

Who is known to me personally/

(Name of deponent in block letters) who is identified to me

By...../
(name of identifier in block letters) who is known to me personally.

Place.....

Date.....

.....
(Signature and seal of the Magistrate)

FORM II
APPLICATION FOR COMPULSORY LICENCES
FOR WORKS WITHHELD FROM PUBLIC

(See rule 6)

To,

The Registrar of Copyrights/Secretary,
Intellectual Property Appellate Board,
Copyright Office,
New Delhi.

Sir,

1. In accordance with section 31 of the Copyright Act, 1957 (14 of 1957), I hereby apply to the Copyright Board for a licence to reproduce /republish/issue copies/perform in public/communicate to the public by broadcast.....work, in accordance with the particulars given in the enclosed Statement.
2. I hereby undertake to abide strictly by the terms and conditions of the compulsory licence, if granted to me.
3. I hereby verify that the particulars given in this form are true to the best of my knowledge, belief and information and nothing has been concealed therefrom.

Place.....

Date.....

Yours faithfully,

.....
(Signature)

STATEMENT

1. Full name of the applicant:
(In Block Letters)
2. Full address and nationality of the applicant:
3. Telephone/ Fax/E-mail:
4. Description of the work:
 - (a) Class of the work (Literary ,Dramatic, Musical, Artistic, Cinematograph Film, Sound Recording);
 - (b) Title of the work;
 - (c) Full name, address and nationality of the author/ owner;
 - (d) Language of the work;
 - (e) Name, address and nationality of the publisher;
 - (f) Year of first and last publication;
 - (g) Country of first and last publication;
 - (h) Price of a copy of the work;
 - (i) If the copyright in the work is registered under section 45, the registration Number.
5. If the licence is applied for reproduction, republishing/issue of copies, state:
 - (a) Number of copies of work proposed to be reproduced/republished and issued under the licence applied for;
 - (b) Estimated cost of the work to be published ;
 - (c) Proposed retail price per copy of the work;
 - (d) Rate of royalty , which the applicant considers reasonable, to be paid to the copyright owner;

- (e) Means of the applicant for payment of the royalty.
6. If the licence is applied for performance in public, state:
- (a) Number of performances of work proposed to be made under the licence applied for;
 - (b) Estimated cost of each performance;
 - (c) Proposed rate at which the work is to be performed;
 - (d) Rate of royalty, which the applicant considers reasonable, to be paid to the copyright owner;
 - (e) Means of the applicant for payment of the royalty.
7. If the licence is applied for communication to public by broadcast, state:
- (a) Duration of broadcast and the number of times it is proposed to be broadcast;
 - (b) The name of the channels and territorial coverage of the broadcast;
 - (c) Prevailing standards of royalties in regard to such works;
 - (d) Rate of royalty, which the applicant considers reasonable, to be paid to the copyright owner;
 - (e) Means of the applicant for payment of the royalty.
8. Whether the prescribed fee has been paid and, if so , particulars of payment (give Postal Order/Bank Draft/Treasury Challan number).
9. Full name, address and nationality of the person competent or issue a licence.
10. Evidence to show the following:
- (a) That the applicant has requested and had been refused authorization by the said person to publish/performance in public/ communication to public by broadcast the work;
 - (b) The work has been withheld from the public by reason of not publishing the work or performing it in public;
 - (c) That in case of communication to the public by broadcast the terms and conditions proposed by the owner of work are unreasonable.
11. Remarks, if any.
12. List of enclosures.

Place:

Date

.....
(Signature)

FORM III
**APPLICATION FOR COMPULSORY LICENCE FOR PUBLICATION/
COMMUNICATION TO THE PUBLIC/TRANSLATION**

(See rule 11)

To,

The Registrar of Copyrights/Secretary,
Intellectual Property Appellate Board,
Copyright Office,
New Delhi.

Sir,

1. In accordance with section 31 of the Copyright Act, 1957 (14 of 1957), I hereby apply to the Copyright Board for a licence to publish/communicate to public/translate thework, in accordance with the particulars given in the enclosed Statement.
2. I hereby undertake to abide strictly by the terms and conditions of the compulsory licence, if granted to me.
3. I hereby verify that the particulars given in this form are true to the best of my knowledge, belief and information and nothing has been concealed therefrom.

Place.....

Date.....

Yours faithfully,

.....
(Signature)

STATEMENT

1. Full name of the applicant:
(In Block Letters)
2. Full address and nationality of the applicant:
3. Telephone/ Fax/E-mail:
4. Description of the work:
 - (a) Class of the work (Literary ,Dramatic, Musical, Artistic, Cinematograph Film, Sound Recording);
 - (b) Title of the work;
 - (c) Full name, address and nationality of the author and if the author is deceased, the date of his decease;
 - (d) Language of the work;
 - (e) Name, address and nationality of the publisher;
 - (f) Year of first and last publication;
 - (g) Country of first and last publication;
 - (h) Price of a copy of the work;
 - (i) If the copyright in the work is registered under section 45, the Registration Number, if known.
5. If the licence is applied for translation, state:
 - (a) Language into which the work is proposed to be translated;
 - (b) Full name, qualifications and address of the translator;
 - (c) Means of the applicant to produce and publish the translation;
6. Indicate the purpose for which the licence is required.
7. Number of copies of work proposed to be published under the licence applied for,
8. Estimated cost of the work to be published.

9. Proposed retails price per copy of the work.
10. Rate of royalty, which the applicant considers reasonable, to be paid to the copyright owner.
11. Means of the applicant for payment of the royalty.
12. If the licence is applied for communication to public:
 - (a) Number of public performances of work proposed to be performed under the licence applied for;
 - (b) Estimated cost of public performance;
 - (c) Duration of communication to the public and the number of times it is proposed;
 - (d) The name of the channel and territorial coverage of the communication to the public;
 - (e) Prevailing standards of royalties in regard to such works.
13. Whether the prescribed fee has been paid and, if so, particulars of payment (give Postal Order/Bank Draft/Treasury Challan number).
14. (a) Full name, address and nationality of the person competent to issue a licence;
 - (b) Whether the applicant after due diligence on his part was unable to find the owner and the copy of the public notice as per rule 11(3);
 - (c) If the applicant was unable to find the owner, whether he had sent a copy of the request by registered post to the publisher whose name appears on the work. If so, the date on which the copy was sent with evidence.
15. In case of application for translation furnish following additional information: -
 - (a) Whether a translation in the same language has been published before;
 - (b) Whether the earlier translation is out of print;
 - (c) Full name, address and nationality of the earlier translator and if the said translator is deceased, the date of his decease;
 - (d) Title of the earlier translation;
 - (e) Full name, address and nationality of the publisher of the earlier translation;
 - (f) Year of publication;
 - (g) Price per copy of the earlier translation;
 - (h) If the earlier translation is registered under section 45, the Registration Number if known;
 - (i) Rate and amount of royalty paid to the copyright owner in respect of the earlier translation, if known.
16. (a) whether translation has been made into any language other than the language stated in 5 above, if known.
 - (b) Full name, address and nationality of the translator and if the said translator is deceased, the date of his decease.
 - (c) Title of the translation.
 - (d) Language of the translation.
 - (e) Full name, address and nationality of the publisher of the translation.
 - (f) Year of publication.
 - (g) Price per copy of the translation.
 - (h) If the translation is registered under section 45, the Registration Number if known.
 - (i) Rate and amount of royalty paid to the copyright owner, if known.
17. Remarks, if any.
18. List of enclosures.

Place.....

Date.....

.....
Signature

FORM IV
NOTICE FOR TERMINATION OF LICENCE

(See rules 15, 22 And 43)

To,

.....
.....
.....

Sir,

In accordance with first proviso to sub-section (1) or the first proviso to sub-section (2) of section 32 B of the Copyright Act, 1957 (14 of 1957), I hereby give notice, that copies of translation/reproduction of the work given below (mention language) have been published by /me/under my authorization.

Yours faithfully,

.....
(Signature)

Place.....

Date.....

STATEMENT

1. Title of the work.
2. Name and address of the owner of copyright.
3. Year and country of first publication and name, address and nationality of the publisher.
4. Name and address of the author who has translated the work.
5. Name and address of the publisher and year in which the translation has been published in India.
6. Name and address of the publisher and year in which the reproduction of the work has been published in India.
7. Retail price of the published work.

FORM V
APPLICATION FOR A COMPULSORY LICENCE FOR DISABLED PERSONS

(See rule 17)

To

The Registrar of Copyrights/Secretary,
Intellectual Property Appellate Board,
Copyright Office,
New Delhi.

Sir,

1. In accordance with section 31 B of the Copyright Act, 1957 (14 of 1957), I hereby apply to the Copyright Board for a licence to publish a published work for the benefit of disabled persons in accordance with the particulars given in the enclosed Statement.
2. I hereby undertake to abide strictly by the terms and conditions of the licence, if granted to me.
3. I hereby verify that the particulars given in this form are true to the best of my knowledge, belief and information and nothing has been concealed therefrom.

Place.....

Date.....

Yours faithfully,

.....
(Signature)

STATEMENT

1. Full name of the applicant:
(In Block Letters)
2. Full address and nationality of the applicant:
3. Telephone/ Fax/E-mail:
4. Description of the work:
 - (a) Class of the work (Literary ,Dramatic, Musical, Artistic, Cinematograph Film, Sound Recording);
 - (b) Title of the work;
 - (c) Full name, address and nationality of the author and if the author is deceased, the date of his decease;
 - (d) Language of the work;
 - (e) Name, address and nationality of the publisher;
 - (f) Year of first and last publication;
 - (g) Country of first and last publication;
 - (h) Price of a copy of the work;
 - (i) If the copyright in the work is registered under section 45, the Registration Number, if known.
5. Indicate the purpose for which the licence is required.
6. Specify the format in which the work is to be converted.
7. Specify the nature of disability for which the format is required.
8. Number of copies of work proposed to be published under the licence applied for
9. Estimated cost of the work to be published
10. Proposed retails price per copy of the work.
11. Rate of royalty, which the applicant considers reasonable, to be paid to the copyright owner.
12. Means of the applicant for payment of the royalty.

13. Whether the prescribed fee has been paid and, if so, particulars of payment (give postal order/Bank Draft/Treasury Challan number).
14. (a) Full name, address and nationality of the person competent to issue a licence;
(b) Whether the applicant has requested and has been denied authorization by the said person to publish the work for the benefit of disabled person.
(c) If the applicant was unable to find the owner, whether he had sent a copy of the request by registered post to the publisher whose name appears on the work. If so, the date on which the copy was sent.
(d) Whether the author of the works has published the work for the benefit of disabled person and if yes the price of the copies.
15. Remarks, if any.
16. List of enclosures.

Place.....

Date.....

.....
Signature

FORM VI
APPLICATION FOR LICENCE FOR TRANSLATION

(See rule 32)

To

The Registrar of Copyrights/Secretary,
Intellectual Property Appellate Board,
Copyright Office,
New Delhi.

Sir,

In accordance with section 32 of the Copyright Act, 1957 (14 of 1957), I hereby apply to the Copyright Board for a licence to produce and publish a translation of the work, in accordance with the particulars given in the enclosed Statement.

2. I hereby undertake to abide strictly by the terms and conditions of the licence, if granted to me.

Place.....

Date.....

Yours faithfully,

.....
(Signature)

STATEMENT

1. Full name of the applicant:
(In Block Letters)
2. Full address and nationality of the applicant:
3. Telephone/ Fax/E-mail:
4. Description of the work:
 - (a) Class of the work (Literary ,Dramatic, Musical, Artistic, Cinematograph Film, Sound Recording);
 - (b) Title of the work;
 - (c) Full name, address and nationality of the author and if the author is deceased, the date of his decease;
 - (d) Language of the work;
 - (e) Name, address and nationality of the publisher;
 - (f) Year of first and last publication;
 - (g) Country of first and last publication;
 - (h) Price of a copy of the work;
 - (i) If the copyright in the work is registered under section 45, the Registration Number, if known.
5. Language into which the work is proposed to be translated.
6. Full name, qualifications and address of the translator.
7. Qualification of the applicant to produce and publish the translation.
8. Number of copies of the translation proposed to be published.
9. Estimated cost of production and publication of the translation.
10. Proposed retail price per copy of the translation.

11. Rate of royalty, which the applicant considers reasonable, to be paid to the copyright owner.
12. Means of the applicant for payment of the royalty.
13. Whether the prescribed fee has been paid and, if so, particulars of payment (give Postal Order/Bank Draft/Treasury Challan number.)
14. (a) Full name, address and nationality of the person competent to issue a licence for translation;
(b) Whether the applicant was able to find the said person.
(c) whether the applicant had requested and has been denied authorization by the said person to produce and publish the translation.
(d) IF the applicant was unable to find the owner, whether he had sent a copy of the request for authorization to the publisher. If so, the date on which the copy was sent and evidence thereof.
15. Whether the author of the work has withdrawn from circulation copies of the work.
16. (a) whether a translation in the same language has been published before:
(b) whether the earlier translation is out-of-print.
(c) Full name, address and nationality of the earlier translator and, if the said translator is deceased, the date to his decease.
(d) Title of the earlier translation.
(e) Full name, address and nationality of the publisher of the earlier translation.
(f) Year of publication.
(g) Price per copy of the earlier translation.
(h) If the earlier translation is registered under section 45, the Registration number.
(i) Rate and amount of royalty paid to the copyright owner in respect of the earlier translation, if known.
17. (a) Whether translation has been made into any language other than the language stated in 5 above.
(b) Full name, address and nationality of the translator and, if the said translator is deceased, the date of his decease.
(c) Title of the translation.
(d) Language of the translation.
(e) Full name, address and nationality of the publisher of the translation.
(f) Year of publication.
(g) Price per copy of the translation.
(h) IF the translation is registered under section 45, the Registration number if known.
(j) Rate and amount of royalty paid to the copyright owner, if known.
18. Remarks, if any.
19. List of enclosures.

Place.....

Date.....

.....
Signature

FORM VII
LICENCE FOR PUBLICATION, TRANSLATION AND
REPRODUCTION OF WORK

(See rule 38)

To

The Registrar of Copyrights/Secretary,
Intellectual Property Appellate Board,
Copyright Office,
New Delhi.

Sir,

1. In accordance with section 32 (1A)/32A of the Copyright Act, 1957 (14 of 1957), I hereby apply to the Copyright Board for a licence to publish an unpublished work, or reproduce a published work or to translate a work in accordance with the particulars given in the enclosed Statement.
2. I hereby undertake to abide strictly by the terms and conditions of the licence, if granted to me.
3. I hereby verify that the particulars given in this form are true to the best of my knowledge, belief and information and nothing has been concealed therefrom.

Place.....

Date.....

Yours faithfully,

.....
(Signature)

STATEMENT

1. Full name of the applicant:
(In Block Letters)
2. Full address and nationality of the applicant:
3. Telephone/ Fax/E-mail:
4. Description of the work:
 - (a) Class of the work (Literary ,Dramatic, Musical, Artistic, Cinematograph Film, Sound Recording);
 - (b) Title of the work;
 - (c) Full name, address and nationality of the author and if the author is deceased, the date of his decease;
 - (d) Language of the work;
 - (e) Name, address and nationality of the publisher;
 - (f) Year of first and last publication;
 - (g) Country of first and last publication;
 - (h) Price of a copy of the work;
 - (i) If the copyright in the work is registered under section 45, the Registration Number, if known.
5. If the licence is applied for translation, state:
 - (a) Language into which the work is proposed to be translated;
 - (b) Full name, qualifications and address of the translator;
 - (c) Qualifications of the applicant to produce and publish the translation.
6. Indicate the purpose for which the licence is required.

7. Number of copies of work proposed to be published under the licence applied for.
8. Estimated cost of the work to be published.
9. Proposed retail price per copy of the work.
10. Rate of royalty, which the applicant considers reasonable, to be paid to the copyright owner.
11. Means of the applicant for payment of the royalty.
12. Whether the prescribed fee has been paid and, if so, particulars of payment (give postal order/Bank Draft/Treasury Challan number).
13. (a) Full name, address and nationality of the person competent to issue a licence;
(b) Whether the applicant after due diligence on his part was unable to find the owner;
(c) Whether the applicant has requested and had been denied authorization by the said person to to produce and publish the translation or reproduce the work of publish the unpublished work;
(d) IF the applicant was unable to find the owner, whether he had sent a copy of the request by registered post to the publisher whose name appears on the work. If so, the date on which the copy was sent.
14. Whether the author of the works has withdrawn from circulation copies of the work.
15. In case of application for translation furnish following additional information: -
 - (a) Whether a translation in the same language has been published before;
 - (b) Whether the earlier translation is out of print;
 - (c) Full name, address and nationality of the earlier translator and if the said translator is deceased, the date of his decease;
 - (d) Title of the earlier translation;
 - (e) Full name, address and nationality of the publisher of the earlier translation;
 - (f) Year of publication;
 - (g) Price per copy of the earlier translation;
 - (h) If the earlier translation is registered under section 45, the Registration Number if known;
 - (i) Rate and amount of royalty paid to the copyright owner in respect of the earlier translation, if known.
16. (a) Whether translation has been made into any language other than the language stated in 5 above.
 - (b) Full name, address and nationality of the translator and if the said translator is deceased, the date of his decease.
 - (c) Title of the translation.
 - (d) Language of the translation.
 - (e) Full name, address and nationality of the publisher of the translation.
 - (f) Year of publication.
 - (g) Price per copy of the translation.
 - (h) If the translation is registered under section 45, the Registration Number, if known.
 - (i) Rate and amount of royalty paid to the copyright owner. If known.
17. Remarks, if any.
18. List of enclosures.

Place.....

Date.....

.....
(Signature)

FORMVIII

(See Rule 44)

**APPLICATION FORM FOR PERMISSION TO CARRY ON COPYRIGHT
BUSINESS AND FOR REGISTRATION AS A COPYRIGHT SOCIETY**

1. Name and address of the association of persons making the application (in capital letters) (hereinafter referred to as "applicant").
2. The right or set of rights in specific categories of works in respect of which the applicant proposes to carry on the copyright business.
3. The certificate to show that the applicant has a separate legal personality.
4. Name, address and profession or occupation of the persons who comprise the applicant.
5. Details of works in which copyright of such individuals subsist.
6. The territory or territories to which the business of the applicant shall extend.
7. The names, addresses and profession/occupation of individuals comprising the Governing Body (by whatever name called) of the applicant in whom the ultimate management, control and direction of the applicant is vested.
8. The capacity (author or other owner of the rights)in which such individual has become a member of Governing Body.
9. Address of the registered or administrative office of the applicant at which its records will be maintained and kept and the designation of the chief executive officer of the applicant with address on whom communications may be served.
10. Financial position of the applicant on the date making the application i.e., last audited balance sheet and income and expenditure account/bank balance.
11. Documents mentioned in rule 48.
12. Signature along with the name of the members of the governing body.
13. Name and signature of the chief executive officer.

Place.....

Date.....

FORM IX
(See rule 47)

**APPLICATION FORM FOR RE-REGISTRATION OR RENEWAL OF REGISTRATION
OF A COPYRIGHT SOCIETY**

1. Name and address of the association of persons making the application (in capital letters) (hereinafter referred to as "applicant").
2. The right or set of rights in specific categories of works in respect of which the applicant proposes to carry on the copyright business.
3. The certificate to show that the applicant has a separate legal personality.
4. The territory or territories to which the business of the applicant shall extend.
5. The year of incorporation of the applicant and the date from which the applicant has been carrying on the copyright business of granting licenses.
6. The names, addresses and profession/occupation of individuals comprising the Governing Body (by whatever name called) of the applicant in whom the ultimate management, control and direction of the applicant is vested.
7. The capacity (author or other owner of the rights) in which such individual has become a member of Governing Body.
8. Address of the registered or administrative office of the applicant at which its records will be maintained and kept and the designation of the chief executive officer of the applicant with address on whom communications may be served.
9. Financial position of the applicant on the date of making the application *i.e.*, last audited balance sheet and income and expenditure account/bank balance.
10. Documents and mentioned in rule 47(3) and 48.
11. Signature along with the name of the members of the governing body.
12. Name and signature of the chief executive officer.

Place.....

Date.....

FORM X
(See rule 49)

**CERTIFICATE OF REGISTRATION UNDER SECTION
33(3) OF THE COPYRIGHT ACT, 1957**

It is certified that.....(name of the society and address) has been registered by the central Government, *vide* Registration No.....as a copyright society under sub-section (3) of section 33 of the Copyright Act, 1957 (14 of 1957) and permitted to commence and carry on the copyright business in.....(here indicate the name of the particular class of works).

The registration and the permission hereby granted are subject to the following conditions and liable to be cancelled on non-compliance with, or contravention of, any of them, namely:—

- (i) That the particulars furnished in the application are true and correct and not misleading in any manner; and
- (ii) that the copyright society shall duly comply with all the obligations imposed on it by or under the copyright Act, 1957 (14 of 1957) and the copyright Rules, 1958.

New Delhi
Date:

.....
Registrar of Copyrights

Form XI
(See rule 68)

**APPLICATION FORM FOR PERMISSION TO CARRY ON BUSINESS AND FOR
REGISTRATION AS A PERFORMER'S SOCIETY**

1. Name and address of the association of performers making the application (in capital letters) (hereinafter referred to as "applicant").
2. The class or classes of performers for whose rights the applicant is to carry on the business of issuing licences.
3. The certificate to show that the applicant has a separate legal personality.
4. Names, addresses and profession or occupation of the persons who comprise the applicant.
5. The territory or territories to which the business shall extend.
6. The names, addresses and profession/occupation of individuals comprising the Governing Body (by whatever name called) of the applicant in whom the ultimate management, control and direction of the applicant is vested.
7. The capacity (performer or other owner of the rights) in which such individual has become a member of Governing Body.
8. Address of the registered or administrative office of the applicant at which its records will be maintained and kept and the designation of the chief executive officer of the applicant with address on whom communications may be served.
9. Financial position of the applicant on the date of making the application *i.e.*, last audited balance sheet and income and expenditure account/bank balance.
10. Documents mentioned in rule 48.
11. Signature along with the name of the members of the governing body.
12. Name and signature of the chief executive officer.

Place.....

Date.....

Form XII

(See rule 68)

**APPLICATION FORM FOR RE-REGISTRATION OR RENEWAL
OF REGISTRATION AS A PERFORMER'S SOCIETY**

1. Name and address of the association of performers making the application (in capital letters) (hereinafter referred to as "applicant").
2. The class or classes of performers for whose rights the applicant is to carry on the business of issuing licence.
3. Names, addresses and profession or occupation of the persons who comprise the applicant.
4. The territory or territories to which the business shall extend.
5. The names, addresses and profession/occupation of individuals comprising the Governing Body (by whatever name called) of the applicant in whom the ultimate management, control and direction of the applicant is vested.
6. The capacity (performer or other owner of the rights) in which such individual has become a member of Governing Body.
7. Address of the registered or administrative office of the applicant at which its records will be maintained and kept and the designation of the chief executive officer of the applicant with address on whom communications may be served.
8. Financial position of the applicant on the date of making the application *i.e.*, last audited balance sheet and income and expenditure account/bank balance.
9. Documents mentioned in rules 47(3) and 48.
10. Signature along with the name of the members of the governing body.
11. Name and signature of the chief executive officer.

Place.....

Date.....

FORM XIII
FORM OF REGISTER OF COPYRIGHTS
(See rule 69)

1. Registration number.
2. Name, address and nationality of the applicant.
3. Nature of the applicant's interest in the copyright of the work.
4. Class and description of the work.
5. Title of the work.
6. Language of the work.
7. Name, address and nationality of the author and, if the author is deceased, the date of his decease.
8. Whether work is published or unpublished.
9. Year and country of first publication and name, address and nationality of the publisher.
10. Years and countries of subsequent publications, if any, and names, addresses and nationalities of the publishers.
11. Names, addresses and nationalities of the owners of the various rights comprising the copyright in the work and the extent of rights held by each, together with particulars of assignments and licences, if any.
12. Names, addresses and nationalities of other persons, if any, authorised to assign or license the rights comprising the copyrights. If the work is an artistic work the location of the original work.
13. Architectural work (the year of completion of the work should also be shown).
14. In case of artistic work whether it is used or capable of being used in relation to any goods or services.
15. Remarks, if any.

FORM XIV

Application for Registration of Copyright
[See rule 70]

To,

The Registrar of Copyrights,
Copyright Office,
Boudhik Sampada Bhawan, Plot No. 32,
Sector 14, Dwarka, New Delhi-110075
Phone: 011-25301202

Sir,

In accordance with section 45 of the Copyright Act, 1957 (14 of 1957), I hereby apply for registration of copyright and request that entries may be made in the Register of Copyrights as in the enclosed statement of Particulars' sent herewith in triplicate.

1. I also send herewith duly completed the statement of further particulars relating to the work.
2. In accordance with rule 70 of the Copyright Rules, 2012, I have sent by pre-paid registered post copies of this letter and of the enclosed statement(s) to the other parties concerned, as shown below:

Names and addresses of the parties	Date of Dispatch
1	2

3. The prescribed fee has been paid, as per details below:
4. Communications on this subject may be addressed to:
5. I hereby declare that to the best of my knowledge and belief, no person, other than to whom a notice has been sent as per paragraph 2 above has any claim or interest or dispute to my copyright of this work or to its use by me.
6. I hereby verify that the particulars given in this Form and the Statement of Particulars and Statement of Further Particulars are true to the best of my knowledge, belief and information and nothing has been concealed therefrom.
7. List of enclosures:

Yours faithfully

(Signature of the Applicant)

Place:

Date:

STATEMENT OF PARTICULARS

1.	Registration number <i>(To be filled in the Copyright Office)</i>	
2.	Name, Address and Nationality of the Applicant	
3.	Nature of the applicant's interest in the copyright of the work	
4.	Class and description of the work	
5.	Title of the work	
6.	Language of the work	
7.	Name, address and nationality of the author and, if the author is deceased, the date of his decease	
8.	Whether work is Published or Unpublished	
9.	Year and country of first publication and name, address and nationality of the publishers	
10.	Years and countries of subsequent publications, if any, and names, addresses and nationalities of the publisher	
11.	Names, address and nationalities of the owners of the various rights comprising the copyright in the work and the extent of rights held by each, together with particulars of assignment and licenses, if any	
12.	Names, addresses and nationalities of other persons, if any, authorized to assign or license the rights comprising the copyright	
13.	If the work is an "artistic work", the location of the original work, including name, address and nationality of the person in possession of the work. (In the case of an architectural work, the year of completion of the work should also be shown)	
14.	If the work is an 'artistic work' which is used or is capable of being used in relation to any goods or services, the application shall include a certificate from the Registrar of Trade Marks in terms of the proviso to sub-section (1) of section 45 of the Copyright Act, 1957.]	
15.	If the work is an "artistic work" whether it is registered under the Designs Act 2000. If yes give details.	
16.	If the work is an "artistic work" capable of being registered as a design under the Designs Act 2000, whether it has been applied to an article through an industrial process and , if yes, the number of times it is reproduced.	
17.	Remarks, if any	

(Signature of the Applicant)

Place:

Date:

STATEMENT OF FURTHER PARTICULARS

(For Literary, including Software, Dramatic, Musical and Artistic Works only)

1.	Is the work to be registered	
(a)	An original work?	
(b)	Translation of a work in the public domain?	
(c)	A translation of a work in which copyright subsists?	
(d)	An adaptation of a work in the public domain?	
(e)	An adaptation of a work in which copyright subsists?	
2.	If the work is a translation or adaptation of a work in which copyright subsists:	
(a)	Title of the original work.	
(b)	Language of the original work.	
(c)	Name, address and nationality of the author of the original work and, if the author is deceased, the date of his decease.	
(d)	Name, address and nationality of the publisher, if any, of the original work.	
(e)	Particulars of the authorization for a translation or adaptation including the name, address and nationality of the party authorizing.	
3.	Remarks, if any.	

(Signature of the Applicant)

Place:

Date:

GENERAL INSTRUCTIONS

1. Rule 70 (3) of the copyright Rules 2013 provides that application has to be signed by applicant (author/owner) only it **does not provide for an attorney to sign an application** (Form XIV) including the Statement of Particulars (**SoP**) and the Statement of Further Particulars (**SoFP**) on behalf of the applicant, which are to be signed by none other than the applicant himself.
2. **Form XIV, SoP & SoFP** submitted only in the format prescribed by the Copyright Office. Only one copy of **Form XIV, SoP & SoFP** is required.
3. Name/address/nationality of the person whose photograph appears on the work may please be intimated in the remarks column. If that person is other than the applicant, a No Objection Certificate, in original may be obtained from that person [from heir(s) if the person is deceased/from the guardian in the case of minor] and enclose with the application.
4. Work should be identical with the Search Certificate in respect of size/colour/design.
5. As per the Rule 70 (5) for registration of Computer Programme or Software, the applicant should provide source code and object code.
6. In case of Sound Recording & Cinematograph category enclose the copy of agreement. If no agreement is made please obtain NOC from various copyright holders and enclosed the same with the application.
7. Power of Attorney should be on stamp paper duly accepted by attorney/signed by the applicant. Incomplete POA is not acceptable.

INSTRUCTIONS FOR FILLING UP THE COPYRIGHT REGISTRATION FORM:

FORM XIV

2. Indicate Names and addresses of the other parties concerned and date of dispatch.

Under Rule 70 (9) of the Copyright Rules, 2013, the applicant is required to send notice by registered post copies of Form XIV, SoP & SoFP to **other parties concerned** that you are submitting application for the registration of copyright in the Copyright Office. (Please see Cols. 7, 11, 12, 13).

3. **The prescribed fee has been paid, as per details below:** Please give the details of fee as shown below:

S. No.	DD/IPO No.	Date	Amount	Name of the Bank

4. **Communications on this subject may be addressed to:** Please provide name and complete communication address with pin code. Pin code should be complete.

STATEMENT OF PARTICULARS

1. **Registration number:** *(To be filled in the Copyright Office)*
2. **Name, Address and Nationality of the Applicant:** Applicant may be individual/firm/company/government/university/institution. Also give the complete address and nationality.
3. **Nature of the applicant's interest in the copyright of the work:** Applicant may be Author/Owner/Publisher/Composer/Producer/Artist.
4. **Class and description of the work:** Please indicate the appropriate **class of work** from the following categories:

Literary / Artistic / Cinematograph Film / Sound Recording / Music / Computer Software

5. **Title of the work:** Please mention the title of the work. The work to be registered for copyright must have a title which should be short and identical with the work.
6. **Language of the work:** Mention all the languages used in the work. In the absence of any script in the work, indicate 'nil'. In case of Computer Software please mention software language instead of 'English'.
7. **Name, address and nationality of the author and, if the author is deceased, the date of his decease:** Please furnish Name/Address/Nationality of the author. Here 'Author' means person(s) who has/have actually created the work. Authors may be more than one.

The Firm itself cannot be the author of a work except in case of Cinematograph Film and Sound Recording category.

If the author of the work is other than the applicant, a **No Objection Certificate**, in original from the author(s) (clearly indicating that he has no objection if the copyright in the work is registered in the name of the applicant) should be submitted. In case the author is partner/proprietor/employee of the applicant firm, the same may be indicated in the application.

If the author is deceased, please mention the date of decease and also submit a notarized affidavit regarding inheritance of right(s) /NOC from all the legal heirs of the deceased author in favour of the applicant

8. **Whether work is Published or Unpublished:** Mention whether the work is published or unpublished.
9. **Year and country of first publication and name, address and nationality of the publishers:** If the work is published, indicated the **year/country of first publication/ name/ address/ nationality of the publisher(s)**.

If the work is **published** by a person/firm other than the applicant, a **No Objection Certificate**, in original, may be obtained from that person/firm and enclose with application.

10. **Years and countries of subsequent publications, if any, and names, addresses and nationalities of the publisher:** If the work has an any subsequent publications, indicated the **year/country of first publication/name/address/nationality of the publisher(s)**.
11. **Names, address and nationalities of the owners of the various rights comprising the**

Copyright in the work and the extent of rights held by each, together with particulars of assignment and licenses, if any: The name, address & nationality of the person(s) who hold(s) the various rights comprising the copyright in the work are required to be mentioned. In case the applicant himself intends to hold all the rights in the work, his particulars as already given against Col.2 may be mentioned. In case the applicant is a partnership firm, the names of all the partners and their respective shares in the copyright may be indicated.

12. Names, addresses and nationalities of other persons, if any, authorized to assign or license the rights comprising the copyright: If the author intends to authorize other person(s) to assign or license the copyright on his behalf, the name, address and nationality of such person may be indicated. If not, please indicate 'nil' against this column.

13. If the work is an "artistic work", the location of the original work, including name, address and nationality of the person in possession of the work. (In the case of an architectural work, the year of completion of the work should also be shown):

14. If the work is an 'artistic work' which is used or is capable of being used in relation to any goods or services, the application shall include a certificate from the Registrar of Trade Marks in terms of the proviso to sub-section (1) of section 45 of the Copyright Act, 1957.]: As per Rule 70 (6) a Search Certificate from The Trade Marks Registry is mandatory if the artistic work is to be used or capable of being used in relation to any goods, irrespective of whether trade mark is registered or not. Otherwise, clearly state that the work is neither used nor capable of being used in relation to any goods.

15. If the work is an "artistic work" whether it is registered under the Designs Act 2000. If yes give details:

16. If the work is an "artistic work" capable of being registered as a design under the Designs Act 2000, whether it has been applied to an article through an industrial process and , if yes, the number of times it is reproduced:

17. Remarks, if any: If any other information related to work to be registered, may be indicated in this column.

STATEMENT OF FURTHER PARTICULARS

If the work is original, answer to Col.1 (a) would be "yes", and all other columns may be indicated as "Nil". If the work is not original please furnish necessary details as required.

FORM-XV

Application for registration of changes in the particulars of copyright entered in the Register of Copyrights

[See rule 71]

To,

The Registrar of Copyrights,
Copyright Office,
Boudhik Sampada Bhawan, Plot No. 32,
Sector 14, Dwarka, New Delhi-110075
Phone: 011-25301202

Sir,

In accordance with rule 71 of the Copyright Rules, 2013, I hereby apply for registration of changes in the particulars of copyright entered in the Register of Copyrights and request that changes in the existing entries may be made as specified in the enclosed statement of particulars.

2. I have sent by registered post copies of this letter and of the statement of particulars to the other parties concerned* as shown below:

Names and addresses of parties Date of dispatch

*See columns 7, 11, 12 and 13 of Register of Copyrights

3. The prescribed fee has been paid, as per details below:

.....

4. Commissioner on subject may be addressed to:

.....

5. I hereby declare that, to the best of my knowledge and belief, no person other than to whom a notice has been sent as per paragraph 2, has any claim, interest or dispute to my copyright of this work, or to its use by me.

6. I hereby verify that the particulars given in this Form and the Statement of particulars are true to the best of my knowledge, belief and information and nothing has been concealed therefrom.

Yours faithfully

Place.....

Date.....

.....

(Signature of Applicant)

STATEMENT OF PARTICULARS

1. Registration number in the Register of Copyrights.
2. Changes sought in the particulars of copyright as entered in the Register of Copyrights.

	Existing entry in the	Proposed entry in	Reasons for <i>the</i>
Reference to column number of the <i>Register of Copyrights</i>	Register of <i>Copyrights of Copyrights</i>	<i>place of the existing entry in the Register</i>	<i>changes proposed</i>
<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>

Note. — Where the changes proposed are consequent on assignment or licenses of copyright, attested copies of the deeds of assignments or licenses should be enclosed.

3. List of enclosures.

Place.....

Date.....

(Signature)

Form XVI
NOTICE UNDER SECTION 53 OF THE ACT
(See rule 79)

To

The Commissioner of Customs,
Central Board of Excise and Customs,
New Delhi.

Sir,

In accordance with section 53 of the Copyright Act, 1957 (14 of 1957), I hereby state that I am the owner of the copyright /right in.....(work) or I am the duly authorized agent of(full name).....who is the owner of copyright/right in(work)..... as per the attached statement. (no. of copies)infringing copies of the said work are expected to arrive in India at(time)at.....(place)(evidence attached) which if brought to India would be infringing copies of the work (evidence attached). I hereby request you to kindly treat these infringing copies as prohibited goods for a period of

I undertake to deposit such amount as may be required as security having regard to the likely expense on demurrage, cost of storage and compensation to the importer in case it is found that the work are not infringing copies. I further undertake to produce an order from a court of competent jurisdiction as to temporary or permanent disposal of such goods within fourteen days from the date of their detention. The particulars in the statement below are true to the best of my knowledge and belief.

Place.....

Yours faithfully

Date.....

.....

(Signatures)

Form of Affidavit

I,,
of

(full name in block letters)

.....do

Hereby (full address) on solemn affirmation state that –

- (1) The particulars in the statement below are true to the best of my knowledge and belief;
- (2) The works which are being imported in accordance with the particulars in the said statement are infringing copies of the work described in the said statement; and
- (3) I am interested in the prevention of importation of the said infringing copies.

STATEMENT

1. Particulars of the Work and Rights held:

- (i) Full name, address and nationality of the person giving notice

- (ii) If the applicant is not the owner of the copyright, full name, address and nationality of the owner of the copyright.
- (iii) Description of the work:
 - a. Class of the work (Literary, Dramatic, Musical, Artistic, Cinematograph Film, Sound Recording);
 - b. Title of the work;
 - c. Full name, address and nationality of the author and, if the author is deceased, the date of his decease;
 - d. Language of the work;
 - e. Name and address of the publisher;
 - f. Year of first publication;
 - g. Country of first publication;
 - h. If the copyright in the work is registered under section 45, the registration number.

2. Details of import of infringing copies:

- (i) Country of origin of the infringing copies;
- (ii) Name, address and nationality of the importer in India;
- (iii) Name, address and nationality of the maker of the infringing copies;
- (iv) Expected time and place of import of the infringing copies into India;
- (v) In case a consignment of the infringing copies is detected and detained, will the applicant be prepared to go himself or depute an authorized agent to identify the said copies to the satisfaction of the Commissioner of Customs?

3. Whether the prescribed fee has been paid and, if so, particulars of payment (give Postal Order/Bank Draft/Treasury Challan number).

4. Any other relevant information not covered above.

5. Enclosures:

- (i) Copy of the work the copyright/other right in which is being infringed;
- (ii) Evidence of ownership and authorship of copyright in the work;
- (iii) Evidence of infringement of copyright;
- (iv) Evidence of infringing copies being brought to India;
- (v) Evidence of payment of fee (copy of Postal Order/Bank Draft/Treasury Challan).

Place.....

Date.....

.....

(Signatures)

SECOND SCHEDULE

(See rule 83)

S.No.	Item	Fee
1.	For a license to republish a Literary, Dramatic, Musical or Artistic Work (sections 31, 31A, 31B* and 32A).	Rs. 5,000 per work
2.	For a license to communicate an any work to the public by Broadcast [section 31(1)(b)].	Rs. 40,000 per applicant/per station
3.	For a license to republish a Cinematograph Film (section 31).	Rs. 15,000 per work
4.	For a license to republish a Sound Recording (section 31).	Rs. 10,000 per work
5.	For a license to perform any work in public (section 31).	Rs. 5,000 per work
6.	For a license to publish or communicate to the public the work or translation (section 31A).	Rs. 5,000 per work
7.	For a license to publish any work in any format useful for person with disability (section 31B).	Rs. 2,000 per work
8.	For an application for a license to produce and publish a translation of a Literary or Dramatic work in any language (sections 32 and 32A).	Rs. 5,000 per work
9.	For an application for registration of copyright in a- (a)Literary, Dramatic, Musical or Artistic Work (b)Provided that in respect of Literary or Artistic work which is used or is capable of being used in relation to any goods (section 45).	Rs. 500 per work Rs. 2000 per work
10.	For an application for change in particulars of copyright entered in the Register of Copyrights in respect of a : (a) Literary, Dramatic, Musical or Artistic Work (b) Provided that in respect of Literary or Artistic work which is used or is capable of being used in relation to any goods (section 45).	Rs. 200 per work Rs. 1000 per work
11.	For an application for registration of copyright in a Cinematograph Film (section 45).	Rs. 5,000 per work
12.	For an application for registration of changes in particulars of copyright entered in the Register of Cinematograph Film (Section 45).	Rs. 2,000 per work
13.	For an application for registration of copyright in a Sound Recording (section 45).	Rs. 2000 per work
14.	For an application for registration of changes in particulars of copyright entered in the Register of Copyrights in respect of a Sound Recording (section 45)	Rs. 1000 per work
15.	For taking extracts from the Register of Copyrights (section 47).	Rs. 500 per work

16.	For taking extracts from the indexes (section 47).	Rs. 500 per work
17.	For a certified copy of an extract from the Register of Copyrights or the Indexes (section 47).	Rs. 500 per copy
18.	For a certified copy of any other public document in the custody of the Registrar of Copyrights or Secretary of the Copyright Board.	Rs. 500 per copy
19.	For an application for prevention of importation of infringing copies (section 53)	Rs. 1200 per work per place of entry