



**CABLE AND SATELLITE COMPANIES**

- Enter the name of your company.
- Enter the filing period.
- Enter the identification number.
- For cable companies only, enter the first community served.
- Enter the filing fee.
- Enter the royalty fee.
- On this screen, you can also enter more fees, reset fields, save and preview a PDF. Print out this page before proceeding.
- When you are finished, click *Continue*.

**NOTE:** For current fees for filing cable and satellite statements of account, visit the Licensing Division [website](#), call (202) 707-8150, or send an email to [licensing@loc.gov](mailto:licensing@loc.gov).

**DART MANUFACTURERS**

- Enter the name of your company.
- Enter the identification number.
- Enter the fiscal year.
- Enter the filing period.
- Enter the royalty fee.
- On this screen, you can also enter more fees, reset fields, save and preview a PDF. Print out this page before proceeding.
- When you are finished, click *Continue*.

**Payment**

- The payment screen will show the payment amount, the payment date, and the account holder name.
- Select an account type from the drop-down menu.
- Enter the financial institution's routing number and the account number from a blank check.
- When you are satisfied that your information is correct, click *Review and Submit Payment*.
- To make changes, click *Return to Your Form*.
- If you need to cancel the payment, click *Cancel*.

**Payment Authorization**

- On the summary page, confirm that the payment and account information are correct.
- Check the box to provide an email address to receive confirmation by email upon completion of the transaction.
- Read the authorization and disclosure.
- If you agree, click *I Agree*.

- To make any changes, click *Return to Form*.
- To complete the transaction, click *Submit Payment*.
- To print a copy of your receipt, click *Print Receipt*.

**Final Step**

You must notify the Licensing Division of your payment. To do so, send a copy of the "Pay Fees" page to the division by fax or email.

EMAIL: [licfiscal@loc.gov](mailto:licfiscal@loc.gov)

FAX: (202) 707-0905

**NOTE:**

1. See the Federal Register, August 10, 2006 (71 FR 45739), available at [www.copyright.gov/fedreg/2006/71fr45739.html](http://www.copyright.gov/fedreg/2006/71fr45739.html).

**For Further Information**

For more information about royalty payments by EFT, contact a Licensing Division financial specialist on weekdays (except for federal holidays) between 8:30 AM and 5:00 PM eastern time at

Library of Congress  
Copyright Office  
Licensing Division  
101 Independence Avenue SE  
Washington, DC 20557-6400  
PHONE: (202) 707-8150  
FAX: (202) 707-0905  
EMAIL: [licfiscal@loc.gov](mailto:licfiscal@loc.gov)  
WEB: [www.copyright.gov](http://www.copyright.gov)

**IMPORTANT**

- Fees received after the filing deadline are subject to an interest assessment. *Pay.gov* EFTs must be transmitted by 3:00 PM eastern time on a banking day to settle on the next banking day.
- Failure to follow these instructions may result in return of the royalty fees to the remitter's account.
- The Library of Congress, U.S. Copyright Office, Licensing Division is an agency of the United States government and is exempt from backup withholding (taxpayer identification number: 53-6002532).