

Group of Published Photographs Tutorial

About Group of Published Photographs – eCO Login screen

- This application may be used to register a group of no more than 750 published photographs.
- There are strict eligibility requirements that must be met in order to register a Group of Published Photographs. In particular, all of the photographs within the group must be published within the same calendar year. Before completing the application, you will be asked to confirm that you understand and meet all of these requirements.
- To complete your submission you must submit a digital copy of each photograph. In addition, you must prepare and submit a list containing the title and file name for each photograph in the group. The Copyright Office has developed a [template](#) that you may use. We strongly encourage you to prepare this list before beginning the application.

Beginning the application – Login screen / Home screen / Registration Process Overview screen

- To submit an application for a group of published photographs, first log in to your eCO account. Click “Register a Group of Photographs” under the “Copyright Registration” heading on the upper left of the Home page.

Copyright
United States Copyright Office

Home | My Profile | Help | Contact Us | Log Out

Check Registration Case Status

- Open Cases
- Working Cases
- All Cases
- My Company's Cases
- Status Definitions
- Search My Cases
- My Applications
- My Company's Applications

Copyright Registration

- Register a Work**
- Standard Application
- Recommended for Most Works

Other Registration Options

- Note: Restrictions Apply
- Register Certain Groups of Published Works
- Register a Group of Photographs**
- Register a new work by your name
- Correct or Amplify an Existing Registration

Other Services

- Note: Substantial Fees Required
- Preregistration of Certain Types of Work

Miscellaneous

- Use an Existing Template
- Organization/Deposit Account

Additional Copyright Services

- Access Copyright Office Information
- Ask a Question?
- Read Circulars
- Search Online Records

Electronic Copyright Office (eCO)

Welcome, Tom!

- Please disable your browser's pop-up blocker
- [What's new in eCO?](#)
- For copyright registration information, instructions, helpful tips and FAQs, [click here](#)
- If you received a Notice for Mandatory Deposit for an electronic work and need more information or help, [click here](#)

Open Cases

Case #	Status	Opened	Title	Vol/ Num/Issue	Month Year	Type of Work	Appl. Format	Appl. Form	Fee Paid	Upload Status	Closed
No Records											

eCO information

The eCO Registration System will be offline every weekend from 10:00 PM Saturday until 6:00 AM Sunday (Eastern Time) for scheduled maintenance.

For electronic Copyright Office (eCO) system availability and updates, go to www.copyright.gov, click on (Subscribe) at the bottom of the page, create an account, then choose Copyright eService Maintenance and Updates.

Privacy Act Notice: Sections 405-410 of title 17 of the United States Code authorize the Copyright Office to collect the personally identifying information requested on this form in order to process the application for copyright registration. By providing this information you are agreeing to routine uses of the information that include publication to give legal notice of your copyright claim as required by 17 U.S.C. § 705. It will appear in the Office's online catalog. If you do not provide the information requested, registration may be refused or delayed, and you may not be entitled to certain relief, remedies, and benefits under the copyright law.

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- After reviewing the information on the Registration Process Overview screen, click “Start Registration” to begin.

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United States Copyright Office

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Group of Photographs - Registration Process Overview

[<< Back](#) | [Start Registration](#)

These applications may *only* be used to register a group of photographs.

If the Copyright Office determines that your works cannot be registered with these applications, your claim may be refused, or there may be delays in the examination of your claim that could require the payment of an additional fee and a later effective date of registration for your claim.

Eligibility Criteria

These applications may be used to register:

- A group of published photographs; or
- A group of unpublished photographs.

These applications *may not* be used to register any other type of work. If you do not want to register a group of photographs, please return to the "Home" screen to select the Standard Application or one of the "Other Registration Options" listed on that screen.

These applications *may not* be used to correct an error in an existing registration, or to amplify the information given in an existing registration. For this type of request, please return to the "Home" screen and select the option for "Correct or Amplify an Existing Registration".

To Complete the Application for Registration you must:

- 1) [Provide all required information on the application form](#)
- 2) [Pay the required fee](#)
- 3) [Upload or mail-in a copy of your work](#)

If your works meet all of the eligibility criteria, click the "Start Registration" button.

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Selecting a “Type of Group” – Type of Group screen

- Next, click the “Type of Group” dropdown. If all of the photographs in this group were published within the same calendar year, select the option for “Published Photographs” and carefully review the eligibility requirements. If your photographs meet all of these requirements, check the box confirming that you have read and understood these requirements.
- If any of the photographs do not meet these requirements, you should remove those photographs from the group before continuing the application process. In particular, if any of your photographs have not been published yet, you may be able to use the option for “Unpublished Photographs” to register those images. The Office has prepared a separate tutorial for registering unpublished photographs, which is available on our website.
- If all of your photographs were published within the same calendar year, and satisfy all of the eligibility requirements for this registration option, click “Continue” at the top of the screen to proceed with the application.

Copyright
United States Copyright Office

Form Pay Submit Work

Case #: 1-5635369755
Application Format: Standard

Type of Case:

Type of Group

Continue >>

Please select a "Type of Group" from the dropdown list, then click "I agree" to confirm you meet all requirements for the selected group registration. Click "Continue" to begin the application.

If you do not meet the eligibility or other requirements for group registration, please return to the "Home" screen to select the Standard Application or one of the "Other Registration Options" listed on that screen.

*Type of Group: Published Photographs

A group of published photographs may be registered on one application with one filing fee only under limited circumstances.

ALL of the following are required:

1. All photographs
(a) were created by the same author AND
(b) are owned by the same copyright claimant AND
(c) were published in the same calendar year AND

2. The group contains 750 photographs or less AND

3. A sequentially numbered list of photographs containing the title, file name and month of publication for each photograph included in the group must be uploaded along with other required application materials. The list must be submitted in an approved document format such as .XLS or .PDF. The file name for the numbered list must contain the title of the group and the Case Number assigned to the application. Guidance for the numbered list can be found on the Copyright.gov website at <http://www.copyright.gov/eco/help/group/grph.html#reqlist>.

☒

* I agree that I have read, understood, and I meet all eligibility requirements described above for filing the selected Group Registration.

Completing the Title List

- As mentioned earlier, you will be required to prepare and submit a list containing the title and file name for each photograph in the group. The Copyright Office has developed a **template** that you may use. Before you proceed with the application, we strongly encourage you to prepare this list.
- To access the template go to <https://www.copyright.gov/eco/help/group/grpph-title-list-template.xlsx>.
- Open the template and then save a copy to your desktop
- At the top of the template, enter the case number that has been assigned to your application in the space marked “Insert Case Number Here.” You will find this number at the top of each screen in the online application.

REQUIRED: This is the Complete List of Photographs for [Insert Case Number Here]				IMPORTANT: The Copyright Office strongly encourages you to provide the title of each photograph in the application itself. To do so, simply copy the contents of this column (including the commas) and paste that information into the application in the “Photograph Titles” field that appears on the “Titles” screen.
Photograph Number ▾	REQUIRED: Title of Photograph ▾	REQUIRED: File Name of Photograph ▾	REQUIRED: Month/Year of Publication ▾	
1				,
2				,
3				,
4				,
5				,

- The Copyright Office template has three columns for you to complete: title of photograph, file name of photograph, and month/year of publication. These columns must be completed for each photograph you include in the group registration.
- The title and file name of each photograph may be the same.
- The file name listed in the third column of the template should match the file name for the corresponding photograph that you submit to the Copyright Office.
- When you add a title to the “Title of Photograph” column, that title will automatically be copied in the fifth column followed by a comma. This information will be used during the application process. To change the information in the fifth column, change the text in the corresponding entry in the “Title of Photograph” column.
- Finally, you will provide the month AND year of publication for each photograph.

REQUIRED: This is the Complete List of Photographs for 1-5635369755				
				IMPORTANT: The Copyright Office strongly encourages you to provide the title of each photograph in the application itself. To do so, simply copy the contents of this column (including the commas) and paste that information into the application in the "Photograph Titles" field that appears on the "Titles" screen.
Photograph Number	REQUIRED: Title of Photograph	REQUIRED: File Name of Photograph	REQUIRED: Month/Year of Publication	
1	IMG_xxx1.jpg	IMG_xxx1.jpg	Jan-18	IMG_xxx1.jpg,
2	IMG_xxx2.jpg	IMG_xxx2.jpg	Jan-18	IMG_xxx2.jpg,
3	IMG_xxx3.jpg	IMG_xxx3.jpg	Jan-18	IMG_xxx3.jpg,
4	IMG_xxx4.jpg	IMG_xxx4.jpg	Jan-18	IMG_xxx4.jpg,
5	IMG_xxx5.jpg	IMG_xxx5.jpg	Jan-18	IMG_xxx5.jpg,
6	IMG_xxx6.jpg	IMG_xxx6.jpg	Jan-18	IMG_xxx6.jpg,
7	IMG_xxx7.jpg	IMG_xxx7.jpg	Jan-18	IMG_xxx7.jpg,
8	IMG_xxx8.jpg	IMG_xxx8.jpg	Feb-18	IMG_xxx8.jpg,
9	IMG_xxx9.jpg	IMG_xxx9.jpg	Feb-18	IMG_xxx9.jpg,
10	IMG_xx10.jpg	IMG_xx10.jpg	Feb-18	IMG_xx10.jpg,

- Save a copy of the list in XLS or PDF format. The file name for your list should include the case number assigned to this application and the name you plan to use to identify the entire group of photographs.
- For example, if you created these photographs for a particular client, you may want to include the client's name in the title of this group. When you save a copy of the list, include both the name of the group and the case number in the file name for your list, as shown in the examples on your screen.
 - [Onscreen graphic: List should be saved in XLS or PDF format]
 - [Onscreen graphic: The file name for the list should include the name of the group and the case number for this application, as follows:
 - » Photos taken for ABC Advertising Company Case Number 1-8765862353.xls
 - » Photos taken for Jones Smith Wedding Case Number 1-8765862301.pdf

Completing the application – Titles screen

- On the Titles screen, click “New” to provide a title for the entire group of photographs being registered.

Copyright United States Copyright Office

Case #: 1-5635369755 Type of Case: Published Photographs Date Opened: 5/7/2018 11:18:43 AM

Application Format: Standard

Form Pay Submit Work

Links Completed

Type of Group	✓
Titles	
Author	
Claimants	
Rights & Permissions	
Correspondent	
Mail Certificate	
Special Handling	
Certification	
Review Submission	

Titles

<< Back ||| Continue >> ||| Save For Later |||

Required: The first time you click "New", you will provide information for the entire group of photographs

Optional: While giving individual photograph information within the group is optional, it is recommended. Click "New" again as many times as needed to provide the titles for individual photos within the group

Note: If you decide to provide titles for individual photographs, you must provide title information for all photographs in the group.

New *

All Titles

Title	Type	Number of Photos	Year of Completion	Nation of First Pub	Earliest Pub Date	Latest Pub Date	Pub Month	Edit	Delete
No Records									

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- In the space provided for “Title of Group” enter a descriptive title for the group. For example, if the author created the photographs at a particular place or event, you may want to include the name of that place or event in the title of the group. As mentioned earlier, the title for the entire group of photographs should be included in the file name for your title list.
- In the “Number of Photographs in Group” drop down list, select a number between 1 and 750 to identify the total number of photographs that will be included in this group.
- In the “Year of Completion” space, enter the year in which the photographs were created.
- Give the earliest and latest dates that the photographs were published during the calendar year.
- In addition, please identify the nation where the photographs were published for the first time. If you are not sure where the photographs were published, you may select “not known” from the drop down menu.

Copyright
United States Copyright Office

Form **Pay** **Submit Work**

Case #: 1-5635369755
Application Format: Standard
Type of Case: Published Photographs

Title

Save **Cancel**

Enter a title for this entire group of photographs and the number of photographs included. "Year of Completion" refers to the most recently created photograph in the group.

Any text entered beyond the 1,995 character limit for photograph titles will automatically be deleted.

Click "Save" when you are finished adding the information.

*** Title of Group (1,995 Character Limit):** Photos Taken for ABC Advertising Company [Help](#)

*** Number of Photos in Group (Maximum 750):** 175 [Help](#)

*** Year of Completion [YYYY]:** 2018 [Help](#)

*** Earliest Publication Date in Group [MM/DD/YYYY]:** 1/1/2018 [Help](#)

*** Latest Publication Date in Group [MM/DD/YYYY]:** 2/28/2018 [Help](#)

*** Nation of First Publication:** United States [Help](#)

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- After providing the required information, click "Save."
- As previously mentioned, you must prepare and upload a list containing the title and file name for each photograph in the group.
- In addition, you are strongly encouraged to enter the title of each photograph in the application itself. If you do so, the titles will be included in your certificate of registration and in the online public record. Please note that if you do not enter the titles in the application, they will not appear on the certificate or the online public record for your registration.
- To enter titles in the application, click "New." A "Photograph Titles" space will appear.

Copyright
United States Copyright Office

Form **Pay** **Submit Work**

Case #: 1-5635369755
Application Format: Standard
Type of Case: Published Photographs
Date Opened: 5/7/2018 11:18:43 AM

Links **Completed**

Type of Group ☒

Titles ☒

Author ☐

Claimants ☐

Rights & Permissions ☐

Correspondent ☐

Mail Certificate ☐

Special Handling ☐

Certification ☐

Review Submission ☐

Titles

Save For Later

Required: The first time you click "New", you will provide information for the entire group of photographs

Optional: While giving individual photograph information within the group is optional, it is recommended. Click "New" again as many times as needed to provide the titles for individual photos within the group

Note: If you decide to provide titles for individual photographs, you must provide title information for all photographs in the group.

New *

All Titles

Title	Type	Number of Photos	Year of Completion	Nation of First Pub	Earliest Pub Date	Latest Pub Date	Pub Month	Edit	Delete
Photos Taken for ABC Advertising Company	Title of work being registered	175	2018	United States	1/1/2018	2/28/2018			

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- In the “Month Published” drop down list, select the earliest month in which photographs were published. For example, if the photographs were published in January, February, and March of this year, select the entry for “January.”

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Case #: 1-5635369755 Type of Case: Published Photographs Date Opened: 5/7/2018 11:18:43 AM
Application Format: Standard

Form **Pay** **Submit Work**

Title

|| Save || || Cancel ||

Enter file names for the individual photographs in this group, separating them by commas. Also indicate the number as well as the month published for the photographs listed on this screen. Click "Save" when you are finished adding the information.

Any text entered beyond the 1,995 character limit for photograph titles will automatically be deleted.

To enter additional titles, click "New" when you return to the previous screen.

*Number of Photographs entered on this screen [Maximum 750]: -Select- [Help](#)

*Month Published: January [Help](#)

*Photograph Titles (1,995 Character Limit):

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- If you are using the Copyright Office’s template, find the corresponding month in the “Month/Year of Publication” column of your title list. Highlight the photographs in the far right column that were published in that month. Copy both the titles of those photographs and the commas and paste this information into the “Photograph Titles” field.

REQUIRED: This is the Complete List of Photographs for 1-5635369755				
Photograph Number	REQUIRED: Title of Photograph	REQUIRED: File Name of Photograph	REQUIRED: Month/Year of Publication	IMPORTANT: The Copyright Office strongly encourages you to provide the title of each photograph in the application itself. To do so, simply copy the contents of this column (including the commas) and paste that information into the application in the "Photograph Titles" field that appears on the "Titles" screen.
1	IMG_xxx1.jpg	IMG_xxx1.jpg	Jan-18	IMG_xxx1.jpg,
2	IMG_xxx2.jpg	IMG_xxx2.jpg	Jan-18	IMG_xxx2.jpg,
3	IMG_xxx3.jpg	IMG_xxx3.jpg	Jan-18	IMG_xxx3.jpg,
4	IMG_xxx4.jpg	IMG_xxx4.jpg	Jan-18	IMG_xxx4.jpg,
5	IMG_xxx5.jpg	IMG_xxx5.jpg	Jan-18	IMG_xxx5.jpg,
6	IMG_xxx6.jpg	IMG_xxx6.jpg	Jan-18	IMG_xxx6.jpg,
7	IMG_xxx7.jpg	IMG_xxx7.jpg	Jan-18	IMG_xxx7.jpg,
8	IMG_xxx8.jpg	IMG_xxx8.jpg	Feb-18	IMG_xxx8.jpg,
9	IMG_xxx9.jpg	IMG_xxx9.jpg	Feb-18	IMG_xxx9.jpg,
10	IMG_xxx10.jpg	IMG_xxx10.jpg	Feb-18	IMG_xxx10.jpg,

- If you are using a title list you prepared for yourself, instead of using the Copyright Office’s template, you may copy and paste the title information from your list. Be sure to include the photographs that were published in the month that you selected in the “Month Published” drop town list. And be sure that each title is separated by a comma.
- Alternatively, you may enter the title for each photograph, separating them with commas.
- In the “Number of Photographs entered on this screen” drop down list, select a number between 1 and 750 to identify the total number of titles that you entered on this screen.

The screenshot shows the Copyright Office's online form for publishing photographs. At the top, the 'Copyright United States Copyright Office' logo is visible. Below the logo, there are three buttons: 'Form', 'Pay', and 'Submit Work'. To the right of these buttons, the 'Case #' is 1-5635369755, the 'Application Format' is 'Standard', and the 'Type of Case' is 'Published Photographs'. The main heading is 'Title'. Below this heading, there are two buttons: 'Save' and 'Cancel'. A red box highlights these buttons. Below the buttons, there is a text area for entering file names for individual photographs, separated by commas. Instructions state: 'Enter file names for the individual photographs in this group, separating them by commas. Also indicate the number as well as the month published for the photographs listed on this screen. Click "Save" when you are finished adding the information. Any text entered beyond the 1,995 character limit for photograph titles will automatically be deleted. To enter additional titles, click "New" when you return to the previous screen.' Below the text area, there are three dropdown menus: '*Number of Photographs entered on this screen [Maximum 750]:' with a value of 7, '*Month Published:' with a value of January, and '*Photograph Titles (1,995 Character Limit):' with a list of file names: IMG_xxxx1.jpg, IMG_xxxx2.jpg, IMG_xxxx3.jpg, IMG_xxxx4.jpg, IMG_xxxx5.jpg, IMG_xxxx6.jpg, and IMG_xxxx7.jpg. A red box highlights the entire section containing the dropdown menus and the photograph titles list. At the bottom of the form, there is a 'Privacy Act Notice' and a 'Take Our Survey!' link.

Copyright
United States Copyright Office

Form Pay Submit Work

Case #: 1-5635369755
Application Format: Standard
Type of Case: Published Photographs

Title

|| Save || || Cancel ||

Enter file names for the individual photographs in this group, separating them by commas. Also indicate the number as well as the month published for the photographs listed on this screen. Click "Save" when you are finished adding the information.

Any text entered beyond the 1,995 character limit for photograph titles will automatically be deleted.

To enter additional titles, click "New" when you return to the previous screen.

*Number of Photographs entered on this screen [Maximum 750]: 7 [Help](#)

*Month Published: January [Help](#)

*Photograph Titles (1,995 Character Limit): IMG_xxxx1.jpg, IMG_xxxx2.jpg, IMG_xxxx3.jpg, IMG_xxxx4.jpg, IMG_xxxx5.jpg, IMG_xxxx6.jpg, IMG_xxxx7.jpg [Help](#)

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- Click “Save.”
- Please note: you may provide up to 1,995 characters in the “Photograph Title” space. If you enter more than 1995 characters the system will generate a warning message noting that you exceeded this limit.

Copyright
United States Copyright Office

Form Pay **Submit Work**

Case #: 1-5635369755
Application Format: Standard
Type of Case: Published Photographs
Date Opened:

Title

|| Save || || Cancel ||

Enter file names for the individual photographs in this group, separating them by commas. Also indicate the number as well as the month published for the photographs listed on this screen. Click "Save" when you are finished adding the information.

Any text entered beyond the 1,995 character limit for photograph titles will automatically be deleted.

To enter additional titles, click "New" when you return to the previous screen.

The maximum number of characters allowed for this field is 1995. Your input has been deleted to fit the allowable limit. Modify your photograph title count to reflect the changes.
If you have titles that did not fit in this screen, you can add the remainder in a new Photograph Title screen by clicking "New" on the main Title screen.

OK

*Month Published: February

*Photograph Titles (1,995 Character Limit):

IMG_x116.jpg IMG_x117.jpg IMG_x118.jpg
IMG_x119.jpg IMG_x120.jpg IMG_x121.jpg
IMG_x122.jpg IMG_x123.jpg IMG_x124.jpg
IMG_x125.jpg IMG_x126.jpg IMG_x127.jpg
IMG_x128.jpg IMG_x129.jpg IMG_x130.jpg
IMG_x131.jpg IMG_x132.jpg IMG_x133.jpg
IMG_x134.jpg IMG_x135.jpg IMG_x136.jpg
IMG_x137.jpg IMG_x138.jpg IMG_x139.jpg
IMG_x140.jpg IMG_x141.jpg IMG_x142.jpg
IMG_x143.jpg IMG_x144.jpg IMG_x145.jpg
IMG_x146.jpg IMG_x147.jpg IMG_x148.jpg
IMG_x150.jpg IMG_x151.jpg

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Take Our Survey!

- If you see this warning message, delete some of the titles that you entered in the “Photograph Title” space. Then click “save.”

Copyright
United States Copyright Office

Form Pay **Submit Work**

Case #: 1-5635369755
Application Format: Standard
Type of Case: Published Photographs
Date Opened:

Title

|| Save || || Cancel ||

Enter file names for the individual photographs in this group, separating them by commas. Also indicate the number as well as the month published for the photographs listed on this screen. Click "Save" when you are finished adding the information.

Any text entered beyond the 1,995 character limit for photograph titles will automatically be deleted.

To enter additional titles, click "New" when you return to the previous screen.

*Number of Photographs entered on this screen [Maximum 750]: 143

*Month Published: February

*Photograph Titles (1,995 Character Limit):

IMG_x116.jpg IMG_x117.jpg IMG_x118.jpg
IMG_x119.jpg IMG_x120.jpg IMG_x121.jpg
IMG_x122.jpg IMG_x123.jpg IMG_x124.jpg
IMG_x125.jpg IMG_x126.jpg IMG_x127.jpg
IMG_x128.jpg IMG_x129.jpg IMG_x130.jpg
IMG_x131.jpg IMG_x132.jpg IMG_x133.jpg
IMG_x134.jpg IMG_x135.jpg IMG_x136.jpg
IMG_x137.jpg IMG_x138.jpg IMG_x139.jpg
IMG_x140.jpg IMG_x141.jpg IMG_x142.jpg
IMG_x143.jpg IMG_x144.jpg IMG_x145.jpg
IMG_x146.jpg IMG_x147.jpg IMG_x148.jpg
IMG_x150.jpg IMG_x151.jpg

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Take Our Survey!

- If your entry contains 1995 characters or less, your entry will be accepted and you will be automatically returned to the “Titles” screen.
- If you need to add titles for other photographs published in the same month, click “New,” and repeat the previous step.
- Likewise, if you need to add titles for photographs published in a different month, click “New,” and repeat the previous step.

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Form

Pay

Submit Work

Case #: 1-5635369755

Type of Case: Published Photographs

Date Opened: 5/7/2018 11:18:43 AM

Application Format: Standard

Links

Completed

Type of Group

Titles

Author

Claimants

Rights & Permissions

Correspondent

Mail Certificate

Special Handling

Certification

Review Submission

Titles

<< Back

Continue >>

Save For Later

Required: The first time you click “New”, you will provide information for the entire group of photographs

Optional: While giving individual photograph information within the group is optional, it is *recommended*. Click “New” again as many times as needed to provide the titles for individual photos within the group

Note: If you decide to provide titles for individual photographs, you must provide title information for all photographs in the group.

New ★

All Titles

1 - 3 of 3

Title	Type	Number of Photos	Year of Completion	Nation of First Pub	Earliest Pub Date	Latest Pub Date	Pub Month	Edit	Delete
Photos Taken for ABC Advertising Company	Title of work being registered	175	2018	United States	1/1/2018	2/28/2018			
IMG_xxx1.jpg, IMG_xxx2.jpg, IMG_xxx3.jpg, IMG_xxx4.jpg, IMG_xxx5.jpg, IMG_xxx6.jpg, IMG_xxx7.jpg,	Contents Title	7					January		
IMG_xxx8.jpg, IMG_xxx9.jpg, IMG_xxx10.jpg, IMG_xxx11.jpg, IMG_xxx12.jpg, IMG_xxx13.jpg, IMG_xxx14.jpg, IM...	Contents Title	143					February		

Privacy Act Notice: Sections 435-410 of title 17 of the United States Code authorize the Copyright Office to collect the personally identifying information requested on this form in order to process the application for copyright registration. By providing this information you are agreeing to routine uses of the information that include publication to give legal notice of your copyright claim as required by 17 U.S.C. § 705. It will appear in the Office's online catalog. If you do not provide the information requested, registration may be refused or delayed, and you may not be entitled to certain relief, remedies, and benefits under the copyright law.

[Take Our Survey!](#)

Copyright

United States Copyright Office

Form

Pay

Submit Work

Case #: 1-5635369755

Application Format: Standard

Type of Case: Published Photographs

Title

Save

Cancel

Enter file names for the individual photographs in this group, separating them by commas. Also indicate the number as well as the month published for the photographs listed on this screen. Click "Save" when you are finished adding the information.

Any text entered beyond the 1,995 character limit for photograph titles will automatically be deleted.

To enter additional titles, click "New" when you return to the previous screen.

*Number of Photographs entered on this screen [Maximum 750]:

25

Help

*Month Published:

February

Help

*Photograph Titles (1,995 Character Limit):

IMG_x151.jpg, IMG_x152.jpg, IMG_x153.jpg, IMG_x154.jpg,

IMG_x155.jpg, IMG_x156.jpg, IMG_x157.jpg, IMG_x158.jpg,

IMG_x159.jpg, IMG_x160.jpg, IMG_x161.jpg, IMG_x162.jpg,

IMG_x163.jpg, IMG_x164.jpg, IMG_x165.jpg, IMG_x166.jpg,

IMG_x167.jpg, IMG_x168.jpg, IMG_x169.jpg, IMG_x170.jpg,

IMG_x171.jpg, IMG_x172.jpg, IMG_x173.jpg, IMG_x174.jpg,

IMG_x175.jpg

Help

Privacy Act Notice: Sections 408-410 of title 17 of the United States Code authorize the Copyright Office to collect the personally identifying information requested on this form in order to process the application for copyright registration. By providing this information you are agreeing to routine uses of the information as required by 17 U.S.C. § 705. It will appear in the Office's online catalog. If you do not provide the information requested, registration may be refused or delayed, and you may not be entitled to certain relief, remedies, and benefits under the copyright law.

[Take Our Survey!](#)

- Once you have entered titles for all of the photographs in the group, click "Continue."

Copyright

United States Copyright Office

Form

Pay

Submit Work

Case #: 1-5635369755

Application Format: Standard

Type of Case: Published Photographs

Date Opened: 5/7/2018 11:18:43 AM

Links

Completed

Type of Group

Titles

Author

Claimants

Rights & Permissions

Correspondent

Mail Certificate

Special Handling

Certification

Review Submission

<< Back

Continue >>

Save For Later

Required: The first time you click "New", you will provide information for the entire group of photographs

Optional: While giving individual photograph information within the group is optional, it is recommended.

Click "New" again as many times as needed to provide the titles for individual photos within the group

Note: If you decide to provide titles for individual photographs, you must provide title information for all photographs in the group.

New ★

All Titles

Completing the application – Author screen

- Complete the spaces provided to identify the author of the photographs in the group. If you took all the photographs you may click “Add Me” to enter your information. If you are completing the application on behalf of the author, enter the author’s name in the spaces provided.
- If the photographs were created by or on behalf of a company or organization, that entity should be named as the author and you should answer “yes” to the question “Is this author’s contribution a work made for hire?”

Copyright
United States Copyright Office

Case #: 1-5635369755
Application Format: Standard
Type of Case: Published Photographs

Form **Pay** **Submit Work**

Links	Completed
Type of Group	✓
Titles	✓
Author	
Claimants	
Rights & Permissions	
Correspondent	
Mail Certificate	
Special Handling	
Certification	
Review Submission	

Author

<< Back || **Continue >>** || Add Me || Save For Later ||

Author's Name Give either an individual name OR an organization name, but not both. The author is the person who created the photographs unless the contribution was "Made for hire", in which case the **employer** is the author. Either citizenship or domicile of the author is also required. Joint authorship is excluded from this registration option.

Individual: * First Name: Tom OR Organization Name: Middle Name: Last Name: Jefferson

Is this author's contribution a **work made for hire**? No Help

* Citizenship: United States Help

OR

* Domicile: -Select- Help

Anonymous: Pseudonymous: Pseudonym:

Year of Birth [YYYY]: 1985 Year of Death [YYYY]:

Privacy Act Notice: Sections 408-410 of title 17 of the United States Code authorize the Copyright Office to collect the personally identifying information requested on this form in order to process the application for copyright registration. By providing this information you are agreeing to routine uses of the required by 17 U.S.C. § 705. It will appear in the Office's online catalog. If you do not provide the information requested, registration may be refused or delayed, and you may not be entitled to certain relief, remedies, and benefits under the copyright law.

[Take Our Survey!](#)

- After entering the required information, click “Continue.”

Completing the application – Claimants screens

- The “claimant” is the author of the photographs, or the person or organization that owns the copyright in all of the photographs in the group.

Copyright
United States Copyright Office

Form **Pay** **Submit Work**

Case #: 1-5635369755
Application Format: Standard
Type of Case: Published Photographs

Links	Completed
Type of Group	✓
Titles	✓
Author	✓
Claimants	
Rights & Permissions	
Correspondent	
Mail Certificate	
Special Handling	
Certification	
Review Submission	

Claimants

<< Back || Continue >> || Save For Later ||

Please identify the copyright claimant(s) in these photographs. The author is the original copyright claimant. The claimant may also be a person or organization to whom copyright has been [transferred](#). In this case a [transfer statement](#) must be provided.

To be named as a claimant by means of a transfer, a person or organization must own all rights under the [U.S. Copyright law](#). In addition, a claimant must own the copyright in [all of the authorship](#) covered by this registration.

Click "New" to add a claimant, or, if you are a claimant and your name appears in the User Profile for this account, click "Add Me" to add your name and address into the claimants list.

After you enter the claimant information, click "Save". Repeat this process for each additional claimant.

New * ← OR → **Add Me**

To [edit](#) or [delete](#) a claimant, click the appropriate link in the list below. When the list is complete and correct, click "Next".

Claimants			
Name	Organization Name	Transfer Statement	Address

Privacy Act Notice: Sections 408-410 of title 17 of the United States Code authorize the Copyright Office to collect the personally identifying information requested on this form in order to process the application for copyright registration. By providing this information you are agreeing to routine uses of the required by 17 U.S.C. § 705. It will appear in the Office's online catalog. If you do not provide the information requested, registration may be refused or delayed, and you may not be entitled to certain relief, remedies, and benefits under the copyright law.

[Take Our Survey!](#)

- If you are the claimant, click “Add Me” to give your name and address. If you are completing the application on behalf of the claimant, click “New” to enter the information.

- If the claimant is not the author of the photographs, you must provide a transfer statement to explain how the claimant obtained ownership of the copyright in these photographs. Click “Save” to return to the previous screen.

Copyright

United States Copyright Office

Form

Pay

Submit Work

Case #: 1-5635369755
Application Format: Standard

Type of Case: Published Photographs

Claimants

Save

Cancel

Claimant's Name Give either an individual name OR an organization name, but not both.

Individual Claimant:

OR

Organization:

*First Name:

Middle Name:

*Last Name:

*Address 1: 100 Second Street, SE

Address 2:

*City: Washington

*Organization Name: ABC Advertising Company

State: DC

Postal Code: 20559

Country: -Select-

If any claimant is not an author, you must include a [transfer statement](#) showing how the claimant obtained the copyright.

Transfer Statement: By written agreement

Transfer Statement Other:

Privacy Act Notice: Sections 408-410 of title 17 of the United States Code authorize the Copyright Office to collect the personally identifying information requested on this form in order to process the application for copyright registration. By providing this information you are agreeing to routine uses of the required by 17 U.S.C. § 705. It will appear in the Office's online catalog. If you do not provide the information requested, registration may be refused or delayed, and you may not be entitled to certain relief, remedies, and benefits under the copyright law.

Take Our Survey!

- When all claimants have been identified, click “Continue.”

Copyright

United States Copyright Office

Form

Pay

Submit Work

Case #: 1-5635369755
Application Format: Standard

Type of Case: Published Photographs

Claimants

<< Back

Continue >>

Save For Later

Please identify the copyright claimant(s) in these photographs. The author is the original copyright claimant. The claimant may also be a person or organization to whom copyright has been [transferred](#). In this case a [transfer statement](#) must be provided.

To be named as a claimant by means of a transfer, a person or organization must own all rights under the [U.S. Copyright law](#). In addition, a claimant must own the copyright in [all of the authorship](#) covered by this registration.

Click "New" to add a claimant, or, if you are a claimant and your name appears in the User Profile for this account, click "Add Me" to add your name and address into the claimants list.

After you enter the claimant information, click "Save". Repeat this process for each additional claimant.

New *

Add Me

To [edit](#) or [delete](#) a claimant, click the appropriate link in the list below. When the list is complete and correct, click "Next".

Claimants

Name	Organization Name	Transfer Statement	Address
	ABC Advertising Company	By written agreement	100 Second Street, SE, Washington, DC, 20559

Privacy Act Notice: Sections 408-410 of title 17 of the United States Code authorize the Copyright Office to collect the personally identifying information requested on this form in order to process the application for copyright registration. By providing this information you are agreeing to routine uses of the required by 17 U.S.C. § 705. It will appear in the Office's online catalog. If you do not provide the information requested, registration may be refused or delayed, and you may not be entitled to certain relief, remedies, and benefits under the copyright law.

Take Our Survey!

Completing the application – Rights and Permissions, Correspondent, Mail Certificate, Special Handling screens

- On the Rights and Permissions screen, you may identify the person who should be contacted regarding copyright management information or permission to use the photographs in this group. Any information you enter here will appear in the Office's online catalog and may be viewed by visitors to the Office's website. Do not complete the Rights and Permissions screen unless you want this contact information to be included in the Office's online record.

Copyright
United States Copyright Office

Form

Pay

Submit Work

Case #: 1-5635369755
Application Format: Standard

Type of Case: Published Photographs

Links	Completed
Type of Group	✓
Titles	✓
Author	✓
Claimants	✓
Rights & Permissions	
Correspondent	
Mail Certificate	
Special Handling	
Certification	
Review Submission	

Rights & Permissions Information (Optional)

<< Back ||| Continue >>

||| Add Me ||| Save For Later |||

You may provide contact information for a person and/or organization to be contacted regarding copyright management information or permission to use this work.

Important: If you prefer not to provide personally identifying information, you may list a third party agent or a post office box.

Individual:

First Name: Tom

Middle Name:

Last Name: Jefferson

Email: t.jeff@loc.gov

Phone: (555) 111-2222

Alternate Phone: (555) 222-3333

Organization:

Organization Name: Jefferson Images

Address 1: 101 Independence Avenue S.E.

Address 2:

City: Washington

State: DC

Postal Code: 20559

Country: -Select-

Privacy Act Notice: Sections 408-410 of title 17 of the United States Code authorize the Copyright Office to collect the personally identifying information requested on this form in order to process the application for copyright registration. By providing this information you are agreeing to routine uses of the information as required by 17 U.S.C. § 705. It will appear in the Office's online catalog. If you do not provide the information requested, registration may be refused or delayed, and you may not be entitled to certain relief, remedies, and benefits under the copyright law.

[Take Our Survey!](#)

- On the Correspondent screen, give information for the individual the Copyright Office should contact to answer questions that may arise during the examination of your claim.

Copyright
United States Copyright Office

Form **Pay** **Submit Work**

Case #: 1-5635369755 Type of Case: Published Photographs
Application Format: Standard

Correspondent

<< Back || **Continue >>** || Add Me || Save For Later ||

This is the person the Copyright Office will contact if it has questions about this application.
Completion of the name, email address and correspondence address is mandatory.

Individual:

* First Name: Tom
Middle Name:
* Last Name: Jefferson
* Email: t.jeff@loc.gov
Phone: (555) 111-2222
Alternate Phone: (555) 222-3333
Fax:

Organization:

Organization Name: Jefferson Images
Address 1: 101 Independence Avenue S.E.
Address 2:
* City: Washington
State: DC
Postal Code: 20559
Country: -Select-

Privacy Act Notice: Sections 408-410 of title 17 of the United States Code authorize the Copyright Office to collect the personally identifying information requested on this form in order to process the application for copyright registration. By providing this information you are agreeing to routine uses of the information required by 17 U.S.C. § 705. It will appear in the Office's online catalog. If you do not provide the information requested, registration may be refused or delayed, and you may not be entitled to certain relief, remedies, and benefits under the copyright law.

[Take Our Survey!](#)

- On the Mail Certificate screen, enter the address where the registration certificate should be mailed.

Copyright
United States Copyright Office

Form **Pay** **Submit Work**

Case #: 1-5635369755 Type of Case: Published Photographs
Application Format: Standard

Mail Certificate

<< Back || **Continue >>** || Add Me || Save For Later ||

This is the address to which the registration certificate should be mailed.
Completion of Individual and/or Organization Information, Address is mandatory.

Individual:

* First Name: Tom
Middle Name:
* Last Name: Jefferson
* Address 1: 101 Independence Avenue S.E.
Address 2:
* City: Washington

Organization:

* Organization Name: Jefferson Images
* State: DC
* Postal Code: 20559
Country: -Select-

Privacy Act Notice: Sections 408-410 of title 17 of the United States Code authorize the Copyright Office to collect the personally identifying information requested on this form in order to process the application for copyright registration. By providing this information you are agreeing to routine uses of the information required by 17 U.S.C. § 705. It will appear in the Office's online catalog. If you do not provide the information requested, registration may be refused or delayed, and you may not be entitled to certain relief, remedies, and benefits under the copyright law.

[Take Our Survey!](#)

- Special Handling is an expedited service that requires a significant surcharge fee. It is granted only if a registration is needed on an expedited basis for pending or prospective litigation, customs matters, or contract or publishing deadlines. Do not complete this screen unless you qualify for and intend to pay for expedited service.

Copyright
United States Copyright Office

Form

Pay

Submit Work

Case #: 1-5635369755
Application Format: Standard

Type of Case: Published Photographs

Links

Completed

Type of Group

✓

Titles

✓

Author

✓

Claimants

✓

Rights & Permissions

✓

Correspondent

✓

Mail Certificate

✓

Special Handling

Certification

Review Submission

Special Handling (Optional)

<< Back

Continue >>

Save For Later

Special handling

 is expedited service that is available only to filers who satisfy one or more of the compelling reasons below. Special handling also carries a significant [surcharge fee](#). If you do not qualify for special handling service, please click the Continue button without completing this screen.

Note: The significant special handling surcharge fee is non-refundable. Please click [here](#) to review the current fee.

☐ **Special Handling** (The information requested below is required for Special Handling claims)
Compelling Reason(s) (At least one must be selected)

☐ Pending or prospective litigation

☐ Customs matters

☐ Contract or publishing deadlines that necessitate the expedited issuance of a certificate

☐ I **certify** that I am the author, copyright claimant, or owner of exclusive rights, or the authorized agent of the author, copyright claimant, or owner of exclusive rights of this work.

Explanation for Special Handling:
This is the place to give any comments/instructions regarding special handling specific to this claim.

Privacy Act Notice: Sections 408-410 of title 17 of the United States Code authorize the Copyright Office to collect the personally identifying information requested on this form in order to process the application for copyright registration. By providing this information you are agreeing to routine uses of the information required by 17 U.S.C. § 705. It will appear in the Office's online catalog. If you do not provide the information requested, registration may be refused or delayed, and you may not be entitled to certain relief, remedies, and benefits under the copyright law.

Take Our Survey!

COPYRIGHT.GOV

Completing the application – Certification screen

- The application must be certified by the author, copyright claimant, or owner of exclusive rights, or by an authorized agent of one of these parties. Check the box to confirm that you are authorized to certify the application, and enter your name as the “certifying individual.”

Copyright
United States Copyright Office

Form

Pay

Submit Work

Case #: 1-5635369755

Type of Case: Published Photographs

Application Format: Standard

Links	Completed
Type of Group	✓
Titles	✓
Author	✓
Claimants	✓
Rights & Permissions	✓
Correspondent	✓
Mail Certificate	✓
Special Handling	✓
➤ Certification	
Review Submission	

<< Back

Continue >>

Save For Later

The Application must be certified by the author, copyright claimant, or owner of exclusive right(s), or by the authorized agent of any of the preceding.

17 USC 506(e): Any person who knowingly makes a false representation of a material fact in the application for copyright registration provided by section 409, or in any written statement filed with the application, shall be fined not more than \$2500.

☒ **I certify that I am the author, copyright claimant, or owner of exclusive rights, or the authorized agent of the author, copyright claimant, or owner of exclusive rights of this work and that the information given in this application is correct to the best of my knowledge.**

Name of certifying individual: Tom Jefferson

File Name for Required Numbered List of Photographs (200 Character Limit): Many Case Number 1-5635369755

Applicant's Internal Tracking Number (Optional):

Note to Copyright Office (Optional):

This is the place to give any comments specific to this claim, the application, or the deposit copy, if necessary.

Privacy Act Notice: Sections 406-410 of title 17 of the United States Code authorize the Copyright Office to collect the personally identifying information requested on this form in order to process the application for copyright registration. By providing this information you are agreeing to routine uses of the information required by 17 U.S.C. § 705. It will appear in the Office's online catalog. If you do not provide the information requested, registration may be refused or delayed, and you may not be entitled to certain relief, remedies, and benefits under the copyright law.

Take Our Survey!

- As previously mentioned, you must prepare and upload a list containing title and publication information for each photograph in the group. In the space provided, enter the file name for this list. As a reminder, the file name for the list must include the title of the group and the Case Number that has been assigned to your claim. The title of the group refers to the “title of work being registered” that you entered on the titles screen. You will find the case number on the top of each screen in the application.

Form

Pay

Submit Work

Case #: 1-5635369755

Type of Case: Published Photographs

Application Format: Standard

Links

Completed

Type of Group

✓

Titles

✓

Author

✓

Claimants

✓

Rights & Permissions

✓

Correspondent

✓

Mail Certificate

✓

Special Handling

✓

Certification

✓

Review Submission

✓

Titles

<< Back

Continue >>

Save For Later

Required:

The first time you click "New", you will provide information for the entire group of photographs

Optional:

While giving individual photograph information within the group is optional, it is recommended.

Click "New"

again as many times as needed to provide the titles for individual photos within the group

Note:

If you decide to provide titles for individual photographs, you must provide title information for all photographs in the group.

New *

All Titles

Title	Type	Number of Photos	Year of Completion	Nation of First Pub	Ea Da
Photos Taken for ABC Advertising Company	Title of work being registered	175	2018	United States	1/1
IMG_xoo1.jpg, IMG_xoo2.jpg, IMG_xoo3.jpg, IMG_xoo4.jpg, IMG_xoo5.jpg, IMG_xoo6.jpg, IMG_xoo7.jpg,	Contents Title	7			
IMG_xoo8.jpg, IMG_xoo9.jpg, IMG_xo10.jpg, IMG_xo11.jpg, IMG_xo12.jpg, IMG_xo13.jpg, IMG_xo14.jpg, IM...	Contents Title	143			
IMG_x151.jpg, IMG_x152.jpg, IMG_x153.jpg, IMG_x154.jpg, IMG_x155.jpg, IMG_x156.jpg, IMG_x157.jpg, IM...	Contents Title	25			

Privacy Act Notice: Sections 408-410 of title 17 of the United States Code authorize the Copyright Office to collect the personally identifying information requested on this form in order to process the application for copyright registration. By providing this information you are agreeing to routine uses of required by 17 U.S.C. § 705. It will appear in the Office's online catalog. If you do not provide the information requested, registration may be refused or delayed, and you may not be entitled to certain relief, remedies, and benefits under the copyright law.

Take Our Survey!

- Click “Continue” to review the information provided in the application.

Submitting the application – Review Submission screen to My Cart screen

- Carefully review the information you entered before submitting your application. Use the links in the navigation bar to go back and make corrections if needed.

Copyright United States Copyright Office Home | My Profile | Help | Contact Us | Log Out

Form **Pay** **Submit Work**

Review Submission [<< Back](#) [Save For Later](#) [Add to Cart](#)

Please review the entire submission on this screen. If you need to revise any information, return to the appropriate data entry screen to make the revision. When the entire submission is correct, click the "Add to Cart" button at the top of the screen. **Warning: Once you submit your application, you cannot make changes to it. Therefore, please review the information on this screen carefully before proceeding.**

Case Summary

Case Number: 1-5635369755 Application Format: Standard Case Type: Published Photographs
Contact Name: Tom Jefferson Opened: 5/7/2018

All Titles 1 - 4 of 4

Title	Type	#	Year of Completion	Nation of First Pub	Earliest Pub Date	Latest Pub Date	Pub Month
Photos Taken for ABC Advertising Company	Title of work being registered	175	2018	United States	1/1/2018	2/28/2018	January
IMG_xxx1.jpg, IMG_xxx2.jpg, IMG_xxx3.jpg, IMG_xxx4.jpg, IMG_xxx5.jpg, IMG_xxx6.jpg, IMG_xxx7.jpg, IMG_xxx8.jpg, IMG_xxx9.jpg, IMG_xxx10.jpg, IMG_xxx11.jpg, IMG_xxx12.jpg, IMG_xxx13.jpg, IMG_xxx14.jpg, IM...	Contents Title	7					January
IMG_x151.jpg, IMG_x152.jpg, IMG_x153.jpg, IMG_x154.jpg, IMG_x155.jpg, IMG_x156.jpg, IMG_x157.jpg, IM...	Contents Title	143					February
	Contents Title	25					February

Author 1 - 1 of 1

Name	Organization	Work For Hire	Citizenship	Domicile	Year of Birth	Year of Death	Anonymous	Pseudonymous	Pseudonym	Photographs
Tom Jefferson		No	United States		1985		N	N		✓

Claimants 1 - 1 of 1

Name	Organization Name	Transfer Statement	Transfer Stmt Other	Address
	ABC Advertising Company	By written agreement		100 Second Street, SE, Washington, DC, 20559

Rights & Permissions

First Name	Middle Name	Last Name	Email	Phone	Alternate Phone	Organization Name	Address 1	Address 2	City	State	Postal Code
Tom		Jefferson	sscw@loc.gov	(555) 111-2222	(555) 222-3333	Jefferson Images	101 Independence Avenue S.E.		Washington	DC	20559

- Click "Add to Cart" to pay the fee and submit your application.

Copyright United States Copyright Office Home | My Profile | Help | Contact Us | Log Out

Form **Pay** **Submit Work**

Review Submission [<< Back](#) [Save For Later](#) [Add to Cart](#)

Please review the entire submission on this screen. If you need to revise any information, return to the appropriate data entry screen to make the revision. When the entire submission is correct, click the "Add to Cart" button at the top of the screen. **Warning: Once you submit your application, you cannot make changes to it. Therefore, please review the information on this screen carefully before proceeding.**

Case Summary

Case Number: 1-5635369755 Application Format: Standard Case Type: Published Photographs
Contact Name: Tom Jefferson Opened: 5/7/2018

All Titles 1 - 4 of 4

Title	Type	#	Year of Completion	Nation of First Pub	Earliest Pub Date	Latest Pub Date	Pub Month
Photos Taken for ABC Advertising Company	Title of work being registered	175	2018	United States	1/1/2018	2/28/2018	January
IMG_xxx1.jpg, IMG_xxx2.jpg, IMG_xxx3.jpg, IMG_xxx4.jpg, IMG_xxx5.jpg, IMG_xxx6.jpg, IMG_xxx7.jpg, IMG_xxx8.jpg, IMG_xxx9.jpg, IMG_xxx10.jpg, IMG_xxx11.jpg, IMG_xxx12.jpg, IMG_xxx13.jpg, IMG_xxx14.jpg, IM...	Contents Title	7					January
IMG_x151.jpg, IMG_x152.jpg, IMG_x153.jpg, IMG_x154.jpg, IMG_x155.jpg, IMG_x156.jpg, IMG_x157.jpg, IM...	Contents Title	143					February
	Contents Title	25					February

Author 1 - 1 of 1

Name	Organization	Work For Hire	Citizenship	Domicile	Year of Birth	Year of Death	Anonymous	Pseudonymous	Pseudonym	Photographs
Tom Jefferson		No	United States		1985		N	N		✓

Claimants 1 - 1 of 1

Name	Organization Name	Transfer Statement	Transfer Stmt Other	Address
	ABC Advertising Company	By written agreement		100 Second Street, SE, Washington, DC, 20559

Rights & Permissions

First Name	Middle Name	Last Name	Email	Phone	Alternate Phone	Organization Name	Address 1	Address 2	City	State	Postal Code
Tom		Jefferson	sscw@loc.gov	(555) 111-2222	(555) 222-3333	Jefferson Images	101 Independence Avenue S.E.		Washington	DC	20559

Submitting the deposit copy - Submit Your Works screen

- After payment is confirmed, you will receive an email confirming the receipt of your application and payment. To complete the submission process, you must upload an electronic copy of each photograph in this group. You also must upload the list containing the title and publication information for each photograph in the group. Click “Continue” to proceed. The photographs must be submitted in one of the following formats: JPEG, GIF, or TIFF. The numbered list must be submitted in an XLS or PDF format.

Copyright
United States Copyright Office

Home | | [My Profile](#) | [Help](#) | [Contact Us](#) | [Log Out](#)

Form

Pay

Submit Work

1-2L75J5Y

Payment successful.
Click the "Continue" button to complete your registration.

Continue >>

Customer Information
Tom Jefferson
101 Independence Avenue S.E.

Washington, DC 20559

Submissions

Cases						1 - 1 of 1
	Case #	Title	Type of Work	Total Fee Paid	Require Submission	
	1-5625369755	Photos Taken for ABC Advertising Company	Published Photographs	\$5.00	Y	
Total Amount Due:				\$55.00		

Payment Info
Amount Paid: \$ 55.00
Account: 1-25U9MTG
Paid By: TOM JEFFERSON
Pay Date: 5/7/2018
Payment Type: DA
Confirmation #: 1-2L75J52

Privacy Act Notice: Sections 435-410 of title 17 of the United States Code authorize the Copyright Office to collect the personally identifying information requested on this form in order to process the application for copyright registration. By providing this information you are agreeing to routine uses of the information that include publication to give legal notice of your copyright claim as required by 17 U.S.C. § 705. It will appear in the Office's online catalog. If you do not provide the information requested, registration may be refused or delayed, and you may not be entitled to certain relief, remedies, and benefits under the copyright law.
[Take Our Survey](#)

- To upload files:
 - Click the green “Select a File for Upload” button.

Submit Your Work(s)

To complete your submission, please submit the required copy(ies) of your work. You may (1) upload electronic files if the work meets the requirements; otherwise, you must (2) send the work by mail (do not do both).

(1) Upload your work(s): Please perform the following steps for the case(s) in the table below.

Step 1: Click the “Select files to upload” button. Using your computer’s browser, select your files for the corresponding work then click the “Start upload” button.

Step 2: After uploading all files for this work, click the corresponding “Complete Your Submission” button. Files cannot be uploaded later than 5 days after your first file is received.

Please note: Files cannot be returned or deleted once uploaded. To avoid delays and/or a later effective date of registration, please verify the following before uploading a copy of your work(s):

- It is a category of work that may be uploaded
- It is an acceptable file type
- It is an acceptable file size

Upload Your Work(s)

Case Details	Step 1: Select & Upload Files	Step 2: Complete Your Submission
Case #: 1-5635369755 Title: Photos Taken for ABC Advertising Company Volume: Number: Issue Date: Type of Work: Published Photographs	<div> <div>Select files to upload...</div> <div>Start upload</div> <div>View Uploaded File Names</div> </div>	<div>No files uploaded</div>

(2) Send Your Work(s) by Mail:

- Click the “Create Shipping Slip” button in the table below; a Shipping Slip link will appear in the Attachments column.
- Click the Shipping Slip link and print out and attach the shipping slip(s) to your deposit copy(ies). For multiple cases, be sure to attach shipping slips to the corresponding copies.
- Mail the deposit copy(ies) within 30 days to the Copyright Office address at the bottom of the slip. Note: Your effective date of registration will be based on the date on which we receive the copies **with corresponding shipping slips attached**.

Click “Home” after uploading files(s) or printing shipping slip(s). You may verify the submission in the open Cases table on your eCO Home page.

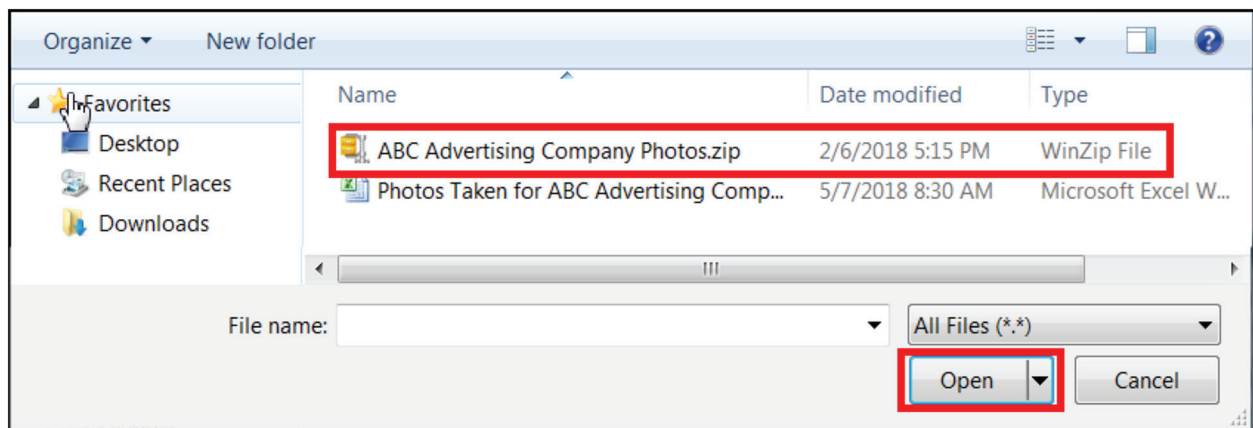
Send Your Work(s) by Mail

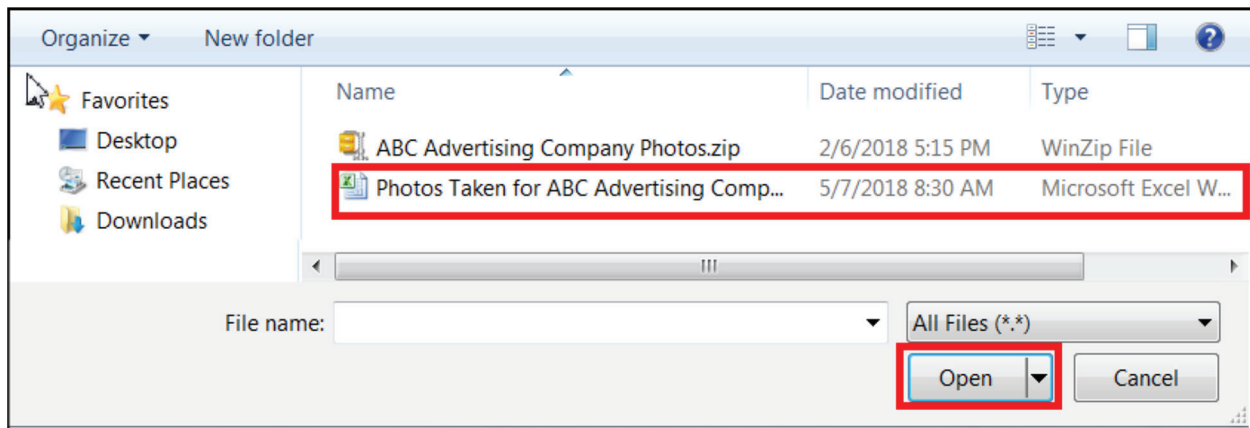
Create Shipping Slip

Attachment Name	File Type	Size	Date and Time	Comments
<small>§ 104 Code authorizes the Copyright Office to collect the personally identifying information requested on this form in order to process the application for copyright registration. By providing this information you are agreeing to routine uses of the information that include publication to give legal notice of your copyright claim as required by law. If you do not provide the information requested, registration may be refused or delayed, and you may not be entitled to certain relief, remedies, and benefits under the copyright law.</small>				

[Take Our Survey!](#)

- A new window will open, allowing you to select one or more files from your computer. Select files to be uploaded and click “Open.” To facilitate the examination of your claim, we strongly encourage you to create and upload a single compressed file containing all of the photographs being registered. If you upload each photograph as a separate file, there may be significant delays in the examination of your claim.





- The files you selected will be displayed with the corresponding application.
- Click the blue “Start Upload” button to upload your files.

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Upload Your Work(s)

1 - 1 of 1



Case Details	Step 1: Select & Upload Files	Step 2: Complete Your Submission									
<p>Case #: 1-5635369755</p> <p>Title: Photos Taken for ABC Advertising Company</p> <p>Volume: Number:</p> <p>Issue Date:</p> <p>Type of Work: Published Photographs</p>	<p>+Select files to upload...</p> <p>Start upload</p> <p>View Uploaded File Names</p> <table border="1"> <thead> <tr> <th>File Name</th> <th>Size</th> <th>Action</th> </tr> </thead> <tbody> <tr> <td>ABC Advertising Company Photos.zip</td> <td>192.68 KB</td> <td>Remove</td> </tr> <tr> <td>Photos Taken for ABC Advertising Company Case Number 1-5635369755.xlsx</td> <td>25.89 KB</td> <td>Remove</td> </tr> </tbody> </table> <p>Before uploading, click here to verify that this compressed file contains only acceptable file types. Otherwise, click the “Remove” button and select another file.</p>	File Name	Size	Action	ABC Advertising Company Photos.zip	192.68 KB	Remove	Photos Taken for ABC Advertising Company Case Number 1-5635369755.xlsx	25.89 KB	Remove	<p>No files uploaded</p>
File Name	Size	Action									
ABC Advertising Company Photos.zip	192.68 KB	Remove									
Photos Taken for ABC Advertising Company Case Number 1-5635369755.xlsx	25.89 KB	Remove									

- Click the “Complete Your Submission” button to confirm that all files for this application have been uploaded.

Upload Your Work(s)								
Case Details Case #: 1-5635369755 Title: Photos Taken for ABC Advertising Company Volume: Number: Issue Date: Type of Work: Published Photographs	Step 1: Select & Upload Files <div> + Select files to upload... Start upload View Uploaded File Names </div> <table border="1"> <tr> <td>Successfully uploaded</td> <td>abc_advertising_company_photos.zip</td> <td>192.68 KB</td> </tr> <tr> <td>Successfully uploaded</td> <td>photos_taken_for_abc_advertising_company_case_number_1-5635369755.xlsx</td> <td>25.89 KB</td> </tr> </table>	Successfully uploaded	abc_advertising_company_photos.zip	192.68 KB	Successfully uploaded	photos_taken_for_abc_advertising_company_case_number_1-5635369755.xlsx	25.89 KB	Step 2: Complete Your Submission <div>Click here to complete your submission after uploading all files</div>
Successfully uploaded	abc_advertising_company_photos.zip	192.68 KB						
Successfully uploaded	photos_taken_for_abc_advertising_company_case_number_1-5635369755.xlsx	25.89 KB						

- You will receive an email from the Copyright Office confirming receipt of your files.
- Alternatively, you may save your photographs onto a disc, a flash drive, or other storage device, and then mail that device to the Copyright Office. Please note that there will be a significant delay in the examination of your claim if you submit a physical copy of your photographs instead of uploading them to the electronic registration system.
- To send a physical copy of your photographs:
 - Click “Create Shipping Slip” on the bottom of the screen.
 - After an attachment link is added, click it to open and print the shipping slip.

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Library of Congress 101 Independence Avenue SE Washington, DC 20559-6000			
U.S. Copyright Office Receipt			
Deposit Copy Shipping Slip for Deposit Copies Sent to Accompany an Electronically Submitted Application			
Case / SR#:	1-5635369755		
Case Date:	5/7/2018		
Title:	Photos Taken for ABC Advertising Company		
Vol/Num/Issue:			
Month/Year:			
Applicant's Internal Tracking:			
Materials Submitted:			
Quantity		Format	
Instructions for Sending Deposit Copies			
I. Attach this shipping slip securely to the deposit copy or copies for this work.			
II. Mail the deposit copy or copies within 30 days of the case date listed above.			
Please Mail To:			
Library of Congress Copyright Office - VA 101 Independence Avenue, SE Washington, DC 20559 - 6211			
Standard			

- Attach the shipping slip to the physical device that contains a copy of each photograph in the group before mailing it to the address printed on the bottom of the shipping slip.
- This completes all steps for submitting your application for a Group of Published Photographs.