Web Claims

Claims that DO NOT Require Correspondence

- **Web Claims** *(approximately 73 percent of all applications)*
  - average 4 months
  - but claims can range from 1 to 7 months
  - 4 months 1 – 7 months

Mail Claims

- **Mail Claims** *(approximately 2 percent of all applications)*
  - average 7 months
  - but claims can range from 1 to 18 months
  - 7 months 1 – 18 months

Claims WITH Correspondence

- **Web Claims** *(approximately 22 percent of all applications)*
  - average 7 months
  - but claims can range from 1 to 15 months
  - 7 months 1 – 15 months

- **Mail Claims** *(approximately 2 percent of all applications)*
  - average 14 months
  - but claims can range from 1 to 28 months
  - 14 months 1 – 28 months

* Processing Times October 1, 2018 – March 31, 2019
REGISTRATION PROCESSING TIME FAQs

How Does the Copyright Office Measure Processing Times?

The Copyright Office measures processing times from the time a record is created in our system until a registration decision has been made. For claims submitted via our website, a record is created when we receive the application and payment; for claims submitted by mail, a record is created when the application information has been transcribed into our system. Claims that are received without a deposit, correct application, or full payment will have a delayed registration decision and therefore take longer to process.

How long does the registration process take, and when will I receive my certificate?

The amount of time needed to examine a claim and issue a certificate varies depending on a number of factors. These factors may include the complexity of your claim, the Office’s available resources when your claim is received, and the total number of claims that are currently pending with the Copyright Office. Processing times vary depending on whether you submitted your claim through the electronic registration system or sent it to the Office by mail. Processing times also vary depending on whether there are problems with your claim, and whether the Office must communicate with you to address those issues.

The Office understands that processing times are important to applicants and continues to strive towards making the examination process more efficient.

Average processing times for the following types of claims is available on the Office’s website:

• Claims submitted electronically with no correspondence
• Claims submitted by mail with no correspondence
• Claims submitted electronically that require correspondence
• Claims submitted by mail that require correspondence

How can I ensure my claim is processed in a timely manner?

Claims that are submitted electronically are typically processed the fastest. Processing times are typically longer if you submit your application by mail, or if you submit an electronic application and mail your deposit to the Office. Thus, the Office encourages applicants to use the electronic application and upload an electronic copy of your work whenever possible.

Processing times also increase if there are problems or deficiencies with your application, deposit, or filing fee, and if the Office must correspond with you to address these issues. To avoid delays, the Office encourages applicants to refer to the Compendium of U.S. Copyright Office Practices and the Copyright Office's circulars when completing your application and prior to submitting your claim.

Once your claim has been filed, you should routinely monitor your email account for messages from the Copyright Office. If you receive an email from the Office you should respond within 45 days after the message was sent, and you should provide a full and complete response to the examiner’s questions.

Why is my claim taking longer than the average processing time shown on the Copyright Office’s website?

Processing times increase whenever there are problems or deficiencies with an application, deposit, or filing fee, and whenever the Copyright Office must call or write the applicant to address these issues. For example, processing times increase when applicants submit an electronic application, but do not submit the deposit within the time allowed, or when applicants upload an electronic deposit in cases where a physical deposit is required. Processing times also increase when an examiner emails the applicant but does not receive a complete response to his or her questions. While the Office will attempt to solve some problems through correspondence with the applicant, claims with deficiencies or inaccuracies will always take longer to resolve.

Who do I contact with questions?

The Public Information Office can provide general information on your pending claim if you contact them by phone at (202) 707-3000 or 1-877-476-0778 (toll-free), or online at www.copyright.gov/help.