

## Disclaimer:

The information contained in this material is for **informational purposes only**.

Your download and reading of this material **does not** establish an attorney-client relationship.

This information is **not** a substitute for a private, independent consultation with an attorney selected to advise you after a full investigation of the facts and law relevant to your matter.

Users of this material are advised to do their own due diligence when it comes to making business decisions and all information that has been provided should be **independently verified** by your own qualified professionals.

March 17, 2014

[Sender's Name]  
[Sender's Address]  
[Sender's Phone Number]  
[Sender's Email Address]

[ISP Name]  
[ISP Address]

**RE: DMCA Copyright Infringement Report**

To whom it may concern:

My name is [name], the [title] of [company name]. The following information is presented for the purposes of removing web content that infringes on our copyright per the Digital Millennium Copyright Act ("DMCA"). This notice constitutes an official notification under Section 512(c) of the DMCA.

Under that statute, you are required, as a service provider, to remove or disable access to the infringing materials specified below upon receipt of this notice. Under the safe harbor provision of the DMCA, you are given immunity from liability for hosting the infringing content, provided that you quickly rectify and investigate the copyright infringement. Failure to do so can result in the loss of this statutory immunity.

The content that is being infringed is [specifically describe content].

The infringing copy of this content is located at [specific location of content on ISP's site].

I have a good faith belief that the use of the copyrighted materials described above on the allegedly infringing web pages is not authorized by the copyright owner, its agent or the law. Under penalty of perjury I certify that the information contained in this notification is both true and accurate, and that [I am the owner *or* I have the authority to act on behalf of the owner] of the copyright(s) involved.

For further inquiry, I may be contacted at the above address, by phone or by email.

Sincerely,

[/signature/]

[Sender's Name, Title]  
[Sender's Company]