



## LIBRARY COURSE RESERVES ~ Copyright Compliance Agreement

### **PLEASE SIGN AND RETURN THIS FORM TO THE LIBRARY RESERVE DIVISION**

Lehman College Faculty using E-Res must obtain copyright permission before submitting materials to Electronic Reserve or establish its eligibility as within “fair-use” parameters.

### **COPYRIGHT LAW AND “FAIR-USE”**

The copyright law (Title 17, U.S. Code) governs the making of photocopies or other reproductions of copyrighted material. Copies for Reserve must be made in compliance with the “fair use” provisions of Section 107 and with The [Copyright Guidelines for CUNY Libraries](http://cuny.edu/libraries/services/copyright/FairUse.html) (<http://cuny.edu/libraries/services/copyright/FairUse.html>). Photocopies for reserve use must be made in compliance with the four “fair use” principles.

#### **FAIR USE**

- 1. The purpose and character of the use, including whether such use is of a commercial nature or is for non-profit, educational purposes;*
  - 2. The amount and substantiality of the portion used in relation to the copyrighted work as a whole;*
  - 3. The nature of the copyrighted work; and*
  - 4. The effect of the use upon the potential market for or value of the copyrighted work.*
- All four factors are considered, but the last factor is the most important in determining whether a particular use is “fair.”*

In support of Lehman courses, the library maintains both a print and electronic reserve collection following the guidelines of 17 U.S.C. Section 107. Placing materials on reserve is at the initiative of the faculty solely for the non-commercial, educational use of the students. If a user makes a request for or later uses, a photocopy or reproduction for purposes in excess of “fair use” that user may be held liable for copyright infringement. This institution reserves the right to refuse a copying order, if in its judgment; fulfillment of the order would involve violation of copyright law.

### **STATEMENT OF COPYRIGHT COMPLIANCE**

I understand that I am responsible for the copyright compliance of this material. I have read and understand the copyright and fair use statement, and I affirm that any material I have placed on reserve this term meets the fair use provisions as established by the U.S. Copyright Law, The Copyright Guidelines for CUNY Libraries, or that permission has been obtained for reproduction.

Instructor’s Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Received by (Staff Signature) \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_