

# INSTRUCTIONS FOR SHORT FORM TX

For nondramatic literary works, including fiction and nonfiction, books, short stories, poems, collections of poetry, essays, articles in serials and computer programs

## USE THIS FORM IF—

1. you are the **only** author and copyright owner of this work; *and*
2. the work was **not** made for hire, *and*
3. the work is completely new (does not contain a substantial amount of material that has been previously published or registered or is in the public domain).

*If any of the above does not apply, you must use standard Form TX.*

*NOTE: Short Form TX is not appropriate for an anonymous author who does not wish to reveal his or her identity.*

## HOW TO COMPLETE SHORT FORM TX

- Type or print in black ink.
- Be clear and legible. (Your certificate of registration will be copied from your form.)
- Give only the information requested.
- Do **not** use continuation sheets or any other attachments.

## 1 Title of This Work

You must give a title. If there is no title, state "UNTITLED." If you are registering an unpublished collection, give the collection title you want to appear in our records (for example: "Joan's Poems, Volume 1"). Alternative title: If the work is known by two titles, you also may give the second title. If the work has been published as part of a larger work (including a periodical), give the title of that larger work.

## 2 Name and Address of Author/Owner of the Copyright

Give your name and mailing address. (You may include your pseudonym followed by "pseud.") Also, give the nation of which you are a citizen or where you have your domicile (i.e., permanent residence).

Please give daytime phone and fax numbers, if available.

## 3 Year of Creation

Give the year in which you completed the work you are registering at this time. (A work is "created" when it is written down, stored in a computer, or otherwise "fixed" in a tangible form.)

## 4 Publication

If the work has been published (i.e., if copies have been distributed to the public), give the complete date of publication (month, day, and year) and the nation where the publication first took place.

## 5 Type of Authorship in This Work

Check the box or boxes that describe the kind of material you are registering. Check *only* the authorship included in the copy you are sending with the application. For example, if you are registering a story and are planning to add illustrations later, check only the box for "text."

A "compilation" of terms or of data is a selection, coordination, or arrangement of such information into a chart, directory, or other form. A compilation of previously published or public domain material must be registered using a standard Form TX.

## 6 Signature of Author

Sign the application in black ink.

## 7 Person to Contact for Rights and Permissions

This space is optional. You may give the name and address of the person or organization to contact for permission to use the work. You may also provide phone, fax, or e-mail information.

## 8 Mail Certificate to

This space must be completed. Your certificate of registration will be mailed in a window envelope to this address. Also, if the Copyright Office needs to contact you, we will write to this address.

## 9 Permission to Reproduce for Blind and Physically Handicapped Individuals

A signature on this form and a check in one of these boxes gives permission to the Library of Congress to reproduce and distribute solely for blind and physically handicapped individuals (a) copies of the work identified in this application in Braille (or similar tactile symbols), (b) phonorecords embodying a fixation of a reading of that work, or (c) both.

## 10 Deposit Account

Complete this space only if you currently maintain a deposit account in the Copyright Office.

### PRIVACY ACT ADVISORY STATEMENT Required by the Privacy Act of 1974 (P.L. 93-579)

The authority for requesting this information is title 17 U.S.C., secs. 409 and 410. Furnishing the requested information is voluntary. But if the information is not furnished, it may be necessary to delay or refuse registration and you may not be entitled to certain relief, remedies, and benefits provided in chapters 4 and 5 of title 17 U.S.C.

The principal uses of the requested information are the establishment and maintenance of a public record and the examination of the application for compliance with legal requirements.

Other routine uses include public inspection and copying, preparation of public indexes, preparation of public catalogs of copyright registrations, and preparation of search reports upon request.

NOTE: No other advisory statement will be given in connection with this application. Please keep this statement and refer to it if we communicate with you regarding this application.

## MAIL WITH THE FORM—

- a \$20.00 filing fee in the form of a check or money order (*no cash*) payable to "Register of Copyrights," **and**
- one or two copies of the work. If the work is unpublished, send one copy. If published, send two copies of the best published edition. (If first published outside the U.S., send one copy either as first published or of the best edition.) **Note:** Inquire about special requirements for works first published before 1978. Copies submitted become the property of the U.S. Government.

Mail everything (**application form, copy or copies, and fee**) *in one package* to: Register of Copyrights  
Library of Congress  
Washington, D.C. 20559-6000

**Questions?** Call (202) 707-3000 between 8:30 a.m. and 5:00 p.m. Eastern Time, Monday through Friday.  
For forms, call (202) 707-9100 24 hours a day, 7 days a week.

# SHORT FORM TX

For a Nondramatic Literary Work  
UNITED STATES COPYRIGHT OFFICE

Registration Number

TX TXU  
Effective Date of Registration

Month Day Year  
Application Received

Deposit Received  
One Two

Fee Received

Examined By

Correspondence ☐

TYPE OR PRINT IN BLACK INK. DO NOT WRITE ABOVE THIS LINE.

Title of This Work:

1

Alternative title or title of larger work  
in which this work was published:

Name and Address  
of Author/Owner  
of the Copyright:

2

Nationality or domicile:

Phone and Fax numbers:

Phone ( )

Fax ( )

Year of Creation:

3

If work has been published,  
Date and Nation  
of Publication:

4

a. Date (Month) (Day) (Year)

(Month, day,  
and year  
all required)

b. Nation

Type of  
Authorship  
in This Work:  
(Check all that apply.)

5

- ☐ Text (includes fiction, nonfiction, poetry, computer programs, etc.)  
☐ Illustrations / Photographs  
☐ Compilation of terms or data

Signature  
of Author:

6

I certify that the statements made by me in this application are correct to the best of my knowledge.\*



Name and Address  
of Person  
to Contact for Rights and  
Permissions:

7

☐ Check here if same as #2 above

Phone and Fax numbers:

Phone ( )

Fax ( )

E-mail address:

E-mail

OPTIONAL

8

MAIL  
CERTIFICATE  
TO

Certificate  
will be  
mailed in  
window  
envelope

Name ▼
Number/Street/Apartment Number ▼
City/State/ZIP ▼

9 PERMISSION TO REPRODUCE  
FOR BLIND OR PHYSICALLY  
HANDICAPPED INDIVIDUALS

- a ☐ Copies and Phonorecords  
b ☐ Copies only  
c ☐ Phonorecords Only

10

Deposit Account #

Name