Copyright Notices at Libraries

According to copyright regulations the following text should be included on a prominent sign at the place where users can place orders for copies:

Under certain conditions specified in the law, libraries and archives are authorized to furnish a photocopy or other reproduction. One of these specific conditions is that the photocopy or reproduction is not be “used for any purpose other than private study, scholarship, or research.” 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 liable for copyright infringement.

The law specifies that the sign should be printed on heavy or durable paper, it is written verbatim, and it should be in at least 18 point font.

The same message should also be printed on copy order forms that users must fill out and sign when requesting copies.

(The full text of this regulation can be found here: http://www.loc.gov/cgi-bin/formprocessor/copyright/cfr.pl?&urlmiddle=1.0.2.6.1.0.173.14&part=201&section=14&prev=13&next=15)