Resource Programmes Copyright declaration form

**A copy of this form MUST be completed by the developer for each commission issued by OCR. Failure to submit a completed form will result in a delay of payment.**

**DO NOT USE ANY COPYRIGHT MATERIAL, UNLESS IT IS ABSOLUTELY NECESSARY. Before beginning your content please inform your Resources Project Manager if you intend to use copyrighted material that will require clearance and impacts on a significant proportion of your content**.

Any copyright material which does not impact on a significant proportion of your final submission (e.g. a text extract that is not essential for the final version should copyright not be cleared) can be declared on the Copyright Declaration Form at the point of content submission. If the copyright holder cannot be traced then OCR cannot obtain the required copyright permissions, and we may not be able to use the requested materials.

**COMPLETE THE COMMISSION DETAIL AND DECLARATION BELOW AND USE THE NEXT PAGE(S) OF THIS FORM TO DETAIL AS MUCH INFORMATION AS POSSIBLE FOR ANY COPYRIGHT USED.**

# COMMISSION DETAIL:

|  |  |  |  |
| --- | --- | --- | --- |
| Qualification and Subject: |  | Resource(s): |  |
| Developer: |  | **Creditor number:** |  |
| Commission reference (listed on Doc4\_Comm\_Form): |  | **Date of submission:** |  |

# DECLARATION:

Please tick whichever of the following two statements applies to this work:

|  |  |
| --- | --- |
| COPYRIGHT INCLUDED:  I declare that I have listed on this form and provided a copy of all the material in this resource that is the copyright of a third party.  I further declare that the work in this resource has been prepared exclusively for this task, and that I assign to OCR the copyright of these resources. |  |
| NO COPYRIGHT INCLUDED:  I declare that this work contains **NO MATERIAL** that is the copyright of a third party.  I further declare that the work in this resource has been prepared exclusively for this task, and that I assign to OCR the copyright of these resources. |  |

| Page no that material appears in resource | Brief description of material (e.g. adapted text, image, data for graph) | Title and page number of original publication | Author(s) | ISBN/ISSN number | Date of publication (or date of accessing website) | Full website address (if applicable) | Name and address of publisher | Name and address of copyright holder |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |

| Please detail any additional copyright used: |
| --- |
|  |