

# COPYRIGHT LAWS-PHOTOCOPYING

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## Department Policy Statement

The music department of PLNU is committed to compliance with the United States copyright law. As a general rule this means that the photocopying of published music is nearly always illegal. The Music Department Office keeps a copy of current copyright regulations on file.

## Guidelines for Use of Copyrighted Music

The United States Copyright Law grants to any copyright owner the exclusive rights to original material. The copyright owner is the only one who has the privilege of reproducing the work. If another party wants to reproduce the material in some manner, permission must be obtained from the copyright owner.

### Specific applications:

- As a soloist, it is **not** permissible to make copies for your accompanist. Permission for duplication, for any purpose whatsoever, must be secured from the copyright owner.
- Any unauthorized copies which you presently hold should be destroyed. It is not acceptable to make copies and then ask

permission. Possession of any illegal copies puts you in the position of harboring stolen goods.

- Any use of copyrighted lyrics (including duplication in a church bulletin) and any arrangements of copyrighted music must be authorized by the copyright holder **prior** to the time that any duplication, by hand or machine, takes place. Owners of the Christian Copyright Licensing International (CCLI) license are given permission for making copies in limited and specific situations.
- It is not permissible to make copies of music which is out of print (without obtaining permission from the copyright owner) or of which you are unable to find the owner of the copyright.
- If you wish to duplicate copyright music, plan ahead. Most publishers are agreeable when permission is requested.
- Failure to be caught duplicating copyrighted music does not make your act legal or moral.

## Use of Department Copy Machine

The photocopy machine in the music department is NOT available for student use. Students may use copy machines at the bookstore or library.