

## Notice and Procedure for Making Claims of Copyright Infringement

If you believe that your work has been copied in a way that constitutes copyright infringement, please submit your complaint with the below required information to: [copyrightagent@ingramcontent.com](mailto:copyrightagent@ingramcontent.com).

In order to evaluate your allegation, please answer the following:

**Full Legal Name:** \_\_\_\_\_

**Ghost/Pen Name** (if applicable): \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Telephone Number:** \_\_\_\_\_

Are you the owner of the copyright claimed to be infringed?  Yes  No

Are you authorized to act on behalf of the owner of the copyright interest?  Yes  No

Are you the publisher of the infringed material?  Yes  No

If the publisher, please provide name of publishing company \_\_\_\_\_.

Provide the full title(s) and ISBN(s) of the work(s) being infringed.

Title(s)	ISBN(s)
_____	_____
_____	_____
_____	_____
_____	_____

Provide details of how and/or where the mentioned work is being infringed.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please initial each line below and then complete the signature line.

\_\_\_\_\_ I have a good faith belief that the disputed use of the listed copyrighted work(s) is not authorized by the copyright owner, its agent, or the law;

\_\_\_\_\_ I declare under penalty of perjury (under the laws of the United States of America) that the information provided above is accurate and that I am the copyright owner or authorized to act on the copyright owner's behalf.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Print Name**

**PLEASE NOTE THAT THIS PROCEDURE IS EXCLUSIVELY FOR NOTIFYING US THAT YOUR COPYRIGHTED MATERIAL HAS BEEN INFRINGED.**