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Policy Manual	

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Digital millennium copyright act (DMCA)

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Copyright Infringement

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Office of the Superintendent
PO Box 40
Lake Andes, SD 57356
Tel: 605.487.7671
Fax: 605.487.7051

NOTICE REQUIREMENTS:

- (1) your physical or electronic signature;
- (2) identification including date of the copyrighted work alleged to have been infringed;
- (3) identification of the allegedly infringing material in a sufficiently precise manner to allow the Andes Central School District to locate that material including the URL;
- (4) contact information by which you can be contacted (including complete postal address, telephone number, and e-mail address);
- (5) a statement of your good faith belief that use of the copyrighted material is not authorized by the copyright owner, the copyright owner's agent, or the law;
- (6) a statement that the information in the written notice is accurate; and
- (7) a statement, **under penalty of perjury**, that you are authorized to act on behalf of the copyright owner.

Legal References:

Adopted: January 13, 2014

Revised: