



Sample DMCA Letter

This letter uses a provision in the copyright law that gives a website or service provider the choice of removing copyrighted material, or leaving the material up and losing their immunity to a copyright lawsuit in regards to the posting. Many online services have specific e-mail addresses for these kinds of requests – check the hosting company’s Terms of Use.

To the best of our knowledge, the sample letter below meets the technical requirements of the law. This letter can be e-mailed, faxed, or mailed.

Dear (SERVICE PROVIDER):

I am a professional photographer and the author of the photograph picturing (subject matter), which as of (date) was posted on the website (URL). As the copyright owner, I assure you that I did not give permission for this photograph to be posted on the web page described. Pursuant to the provisions of the Digital Millennium Copyright Act of 1998, 17 U.S.C. §512(c), please consider this letter actual notice via written notification that this infringing material is being stored and/or resides on a system controlled by you. I hereby request that you act expeditiously to remove or disable access to the photograph described.

As the owner of the copyright in this photograph, I have a good-faith belief that the use of the photograph at (URL) is not authorized by me or by any provision of the law. I also declare, under penalty of perjury, that I am the copyright owner and the information in this notification is accurate to the best of my knowledge.

If you have any questions, you may contact me at (address, phone number) or by e-mail (email address).

Sincerely,

(Signature)

(NAME)

(COMPANY NAME)

This is a sample letter provided to you by SAA. Please retype or paste this information onto your own letterhead, filling in your specific information in the parentheses.