

Legal Issues

Copyright Issues



Evangelical Lutheran Church in America
God's work. Our hands.

Copyright and Intellectual Property

May we copy material for use in our congregation?

Respect the author and musician! A copyright holder has five exclusive rights:

- Reproduce the work
- Prepare derivative works (works derived from the original work such as abridgments, translations, or other adaptations)
- Distribute the work
- Perform the work
- Display the work

Copyright need not be a roadblock!


[Augsburg Fortress has established clear guidelines](#) on how to acquire permission to use copyrighted material.

How do I request permission?

In order to apply for permission to use copyrighted material, first prepare answers to the following:

1. **What you want to use?** Title, author or composer, pages or hymn numbers, copyright year, code number, a description of what is to be used (exact sentences, paragraphs, stanzas).
2. **How it will be used?** The rights requested (one-time event, permanent publication), intended audience, number of copies to be made, format (worship folder, songbook, textbook), name and date of the event (as appropriate).
3. **Who you are?** Name, address, phone number of the church, school, or other organization, as well as the same information for the contact person making the request.

Additional Intellectual Property Resources

- [Augsburg Fortress Copyrights and Permissions](#)
- [The US Patent & Trademark Office](#)
- [The US Copyright Office](#)
- [Copyright Advisory](#): An easy to use guide from Columbia University
- [Copyright and the Church](#): A Website from the United Church of Christ
- [Copyright and Trademark](#): Information from Presbyterian Church (U.S.A.)
- [Keeping it Legal](#)  an article from *The Lutheran* magazine.