

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0297-2024-0001

Status: APPROVED
Date Approved: 12/19/2024

General Information

Agency or Establishment	Library of Congress
Record/Scheduling Group	0297 - Records of the Library of Congress
Records Schedule Applies To	Agency-wide
Schedule Subject	Copyright - 2024 updates
Additional Schedule Information	See DAA-0297-2014-0017 for remaining unchanged items
Is There a Classified Version of This Schedule?	No
Is consultation and coordination with Tribal Governments required?	Exempt from requirement - Legislative Branch

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Item Count

Total number of disposition items: 28

Number of Temporary disposition items: 27

Number of Permanent disposition items: 1

Number of Items with Disposition Not Approved: 0

Number of Inactive disposition items: 0

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Records Schedule Number: DAA-0297-2024-0001

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Outline of Records Schedule Items for DAA-0297-2024-0001

Item #	Title	Disposition
0001	Copyright Claims Files : Numbered (Registered) Applications	Temporary
0002	Copyright Claims Files : Unnumbered Applications	Temporary
0003	Copyright Catalog	Temporary
0004	Copyright Correspondence Pertaining to Copyright Claims and Recordation	Temporary
0005	Recorded Copyright Ownership Document Files	Temporary
0006	Copyright Deposits : Published Works	Temporary
0007	Copyright Deposits : Unpublished Works	Temporary
0008	Copyright Deposits : Serials	Temporary
0009	Copyright Deposits : "Red File" Copyright Deposit Copies - Published & Unpublished	Temporary
0010	Copyright Deposits : "Gray File" Copyright Deposit Copies - Published and Unpublished	Temporary
0011	Copyright Deposits : Full Term Retention Deposits	Temporary
0012	Copyright Litigation Statement Authorization Files	Temporary
0013	Online Service Provider Designation of Agent Files	Temporary
0014	Licensing Files : Statements of Account & DART (Digital Audio Recording Technology) Initial Notices	Temporary
0015	Licensing Files : Section 112/114 Notices of Use	Temporary
0016	Licensing Files : Section 115 Notices of Intention	Temporary
0017	Licensing Files : Section 118 Licensing Agreements	Temporary
0018	Pre-1972 Filings	Temporary
0019	Notices of Intent to Enforce Copyright Restored under the Uruguay Round Agreement (URAA)	Temporary
0020	Mandatory Deposit Files	Temporary
0021	Copyright Litigation Files	Temporary
0022	Copyright Legislation Files : Proposed Copyright Legislation	Temporary
0023	Section 508 Notification Forms "Report of the Filing of Determination of an Action or Appeal Regarding a Copyright (Form AO121)"	Temporary
0024	Classified Government Cables	Temporary
0025	Copyright Royalty Board Proceedings Official Case Files	Temporary
0026	Cue Sheets	Temporary
0027	Copyright Claims Board Official Case Files	Temporary
0028	Copyright Claims Board Determination Files	Permanent

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Records Schedule Items

Group Title	Copyright Claims Files	
DAA-0297-2024-0001-0001	STATUS: Active	
ITEM GENERAL INFORMATION		
Item Title	Numbered (Registered) Applications	
Item Description	Numbered (Registered) applications for copyright registration and other legal actions, such as renewal, correction, claims in mask works, restoration of copyright, vessel hull design, etc. 17 U.S.C. § 705; 37 C.F.R. §§ 201.2, 204.3.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	1901a	
Manual Title	Library of Congress Records Schedule (LRS)	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
DAA-0297-2014-0017-0001	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	There is no cutoff instruction	
Retention Period	Other: DESTROY upon expiration of copyright for described items or when no longer needed for reference, whichever is later.	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	
DAA-0297-2024-0001-0002	STATUS: Active	
ITEM GENERAL INFORMATION		
Item Title	Unnumbered Applications	

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Item Description	Unnumbered applications for copyright registration and other legal actions, such as renewal, correction, claims in mask works, restoration of copyright, vessel hull design, etc. 17 U.S.C. § 705; 37 C.F.R. §§ 201.2, 204.3.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	1901b	
Manual Title	Library of Congress Records Schedule (LRS)	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
DAA-0297-2014-0017-0002	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	There is no cutoff instruction	
Retention Period	Other: DESTROY when 10 years old or when no longer needed for reference, whichever is later.	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

DAA-0297-2024-0001-0003	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Copyright Catalog
Item Description	Index to copyright registrations, assignments, and other copyright-related records including physical and digitized record books and card files. 17 U.S.C. §705.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	1902
Manual Title	Library of Congress Records Schedule (LRS)

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SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
Superseded Item	Superseded Items Item Superseded in Part? Explanation
DAA-0297-2014-0017-0003	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	There is no cutoff instruction
Retention Period	Other: DESTROY upon expiration of copyright for described items or when no longer needed for reference, whichever is later.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0297-2024-0001-0004	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Copyright Correspondence Pertaining to Copyright Claims and Recordation
Item Description	Correspondence and other related records pertaining to claims submitted for registration and correspondence pertaining to documents submitted for recordation. Includes registration appeal decisions and Copyright Application Unfinished Business Files.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	1903
Manual Title	Library of Congress Records Schedule (LRS)
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
Superseded Item	Superseded Items Item Superseded in Part? Explanation

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DAA-0297-2014-0017-0004	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	There is no cutoff instruction
Retention Period	Other: DESTROY when 30 years old.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0297-2024-0001-0005	STATUS: Active	
ITEM GENERAL INFORMATION		
Item Title	Recorded Copyright Ownership Document Files	
Item Description	Copies of assignments, licenses, notices of termination of transfer, wills, affidavits, agreements or contracts, and other documents pertaining to copyright ownership. 17 U.S.C. § 705; 37 C.F.R. §§ 201.2, 204.3.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	1906	
Manual Title	Library of Congress Records Schedule (LRS)	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
DAA-0297-2014-0017-0007	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	There is no cutoff instruction	
Retention Period	Other: DESTROY upon expiration of copyright for described items or when no longer needed for reference, whichever is later.	
ADDITIONAL INFORMATION		

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Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

Group Title	Copyright Deposits
DAA-0297-2024-0001-0006	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Published Works
Item Description	Physical and electronic deposit copies submitted for a copyright registration. Not selected for LC Collections or another institution. 17 U.S.C. §704(d)
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	1907a
Manual Title	Library of Congress Records Schedule (LRS)
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
	Superseded Items
Superseded Item	Item Superseded in Part? Explanation
DAA-0297-2014-0017-0008	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	There is no cutoff instruction
Retention Period	Other: DESTROY or TRANSFER when 20 years old or when no longer needed for reference, whichever is later.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No
DAA-0297-2024-0001-0007	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Unpublished Works

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Item Description	Physical and electronic deposit copies submitted for a copyright registration including any facsimile reproductions made pursuant to 17 U.S.C. §704(d). Not selected for LC Collections or another institution. 17 U.S.C. §704(d).	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	1907b	
Manual Title	Library of Congress Records Schedule (LRS)	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
DAA-0297-2014-0017-0009	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	There is no cutoff instruction	
Retention Period	Other: DESTROY or TRANSFER when 150 years old or when no longer needed for reference, whichever is later.	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	
DAA-0297-2024-0001-0008	STATUS: Active	
ITEM GENERAL INFORMATION		
Item Title	Serials	
Item Description	Serials deposits submitted for copyright registration. Not selected for LC Collections or another institution. 17 U.S.C. § 705; 37 C.F.R. §§ 201.2, 204.3.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	1907c	
Manual Title	Library of Congress Records Schedule (LRS)	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		

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Does this item supersede existing disposition authorities?	Yes
Superseded Items	
Superseded Item	Item Superseded in Part? Explanation
DAA-0297-2014-0017-0010	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	There is no cutoff instruction
Retention Period	Other: DESTROY or TRANSFER when 20 years old or when no longer needed for reference, whichever is later.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No
DAA-0297-2024-0001-0009	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	“Red File” Copyright Deposit Copies - Published & Unpublished
Item Description	Deposit copies that are part of correspondence cases that were closed without registration due to rejection. Not selected for LC Collections.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	1907d
Manual Title	Library of Congress Records Schedule (LRS)
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
Superseded Items	
Superseded Item	Item Superseded in Part? Explanation
DAA-0297-2014-0017-0005	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary

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Cutoff Instructions	There is no cutoff instruction	
Retention Period	Other: DESTROY when 30 years old.	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	
DAA-0297-2024-0001-0010 STATUS: Active		
ITEM GENERAL INFORMATION		
Item Title	"Gray File" Copyright Deposit Copies - Published and Unpublished	
Item Description	Deposit copies that are part of correspondence cases that were closed without registration when the applicant did not reply to Copyright Office correspondence. Mailed back to submitters but returned undeliverable. Not selected for LC Collections.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	1907e	
Manual Title	Library of Congress Records Schedule (LRS)	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
DAA-0297-2014-0017-0006	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	There is no cutoff instruction	
Retention Period	Other: DESTROY when 30 years old.	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	
DAA-0297-2024-0001-0011 STATUS: Active		
ITEM GENERAL INFORMATION		

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Item Title	Full Term Retention Deposits
Item Description	Published physical and electronic deposit copies that have been granted full term retention pursuant to 17 U.S.C. §704(e).
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	1907f
Manual Title	Library of Congress Records Schedule (LRS)
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	There is no cutoff instruction
Retention Period	Other: DESTROY when 150 years old or when no longer needed for reference, whichever is later.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0297-2024-0001-0012	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Copyright Litigation Statement Authorization Files
Item Description	Requests of individuals who in the course of actual or pending litigation request copies of registration records or deposits that were submitted by a claimant as part of the registration application. 17 U.S.C. § 705; 37 C.F.R. §§ 201.2, 204.3.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	1908
Manual Title	Library of Congress Records Schedule (LRS)
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
	Superseded Items

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Superseded Item	Item Superseded in Part?	Explanation
DAA-0297-2014-0017-0011	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	There is no cutoff instruction	
Retention Period	Other: DESTROY when 10 years old.	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

DAA-0297-2024-0001-0013		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Online Service Provider Designation of Agent Files	
Item Description	Designations of agents to receive notice of claimed infringement. 17 U.S.C. § 705; 37 C.F.R. §§ 201.38, 204.3.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	1909	
Manual Title	Library of Congress Records Schedule (LRS)	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
DAA-0297-2014-0017-0012	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	There is no cutoff instruction	
Retention Period	Other: DESTROY 75 years from date received or when no longer needed for reference, whichever is later.	
ADDITIONAL INFORMATION		

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Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

Group Title	Licensing Files
DAA-0297-2024-0001-0014	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Statements of Account & DART (Digital Audio Recording Technology) Initial Notices
Item Description	Statements of account filed by owners of cable systems pursuant to 17 U.S.C. 111 (d) (1) and owners of satellite carriers pursuant to 17 U.S.C. 119(b) (1); and statements of account and initial notices filed by importers/manufacturers of digital audio recording devices/media pursuant to 17 U.S.C.1003. 17 U.S.C. §§ 111, 119, 705, 1003; 37 C.F.R. §§ 201.11, 201.28, 201.17, 204.3.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	1910a
Manual Title	Library of Congress Records Schedule (LRS)
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
	Superseded Items
Superseded Item	Item Superseded in Part? Explanation
DAA-0297-2014-0017-0013	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	Other: CUTOFF at close of fund year account.
Retention Period	Destroy 30 year(s) after cutoff
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No

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GAO Approval Required	No
DAA-0297-2024-0001-0015 STATUS: Active	
ITEM GENERAL INFORMATION	
Item Title	Section 112/114 Notices of Use
Item Description	Notices of Use for public performance of sound recordings by means of digital audio transmission (114). These are sister licenses which use the same form. 7 U.S.C. §§ 112, 114, 705; 37 C.F.R. §§ 204.3, 370.2.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	1910b
Manual Title	Library of Congress Records Schedule (LRS)
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
	Superseded Items
Superseded Item	Item Superseded Explanation in Part?
DAA-0297-2014-0017-0014	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	There is no cutoff instruction
Retention Period	Other: DESTROY 75 years from date received or when no longer needed for reference, whichever is later.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No
DAA-0297-2024-0001-0016 STATUS: Active	
ITEM GENERAL INFORMATION	
Item Title	Section 115 Notices of Intention
Item Description	Notices of intention to obtain a compulsory license for making and distributing phonorecords embodying nondramatic musical works. 7 U.S.C. §§ 115, 705; 37 C.F.R. §§ 201.18, 204.3.
Is this item media neutral?	Yes

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Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	1910c
Manual Title	Library of Congress Records Schedule (LRS)
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
Superseded Items	
Superseded Item	Item Superseded in Part? Explanation
DAA-0297-2014-0017-0015	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	There is no cutoff instruction
Retention Period	Other: DESTROY 75 years from date received or when no longer needed for reference, whichever is later.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No
DAA-0297-2024-0001-0017	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Section 118 Licensing Agreements
Item Description	Voluntary licensing agreements between: (1) Copyright owners of published nondramatic musical works and published pictorial, graphic, and sculptural works and public broadcasting entities; and (2) copyright owners of nondramatic literary works and public broadcasting entities. 17 U.S.C. §§ 118, 705.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	1910d
Manual Title	Library of Congress Records Schedule (LRS)
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes

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Superseded Items	
Superseded Item	Item Superseded in Part? Explanation
DAA-0297-2014-0017-0016	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	Other: CUTOFF at expiration of license.
Retention Period	Destroy 75 year(s) after cutoff
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0297-2024-0001-0018	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Pre-1972 Filings
Item Description	Includes notices filed by users to become eligible for a safe harbor allowing certain noncommercial uses of sound recordings fixed before February 15, 1972 (“Pre-1972 Sound Recordings”); and documents filed by owners of sound recordings fixed before February 15, 1972 (“Pre-1972 Sound Recordings”) listing schedules of Pre-1972 Sound Recordings and to object to use pursuant to 17 U.S.C. §1401(f)(5)(A).
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	1911
Manual Title	Library of Congress Records Schedule (LRS)
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	There is no cutoff instruction

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Retention Period	Other: DESTROY 95 years after February 15, 1972 (February 15, 2067) or when no longer needed for reference, whichever is later.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0297-2024-0001-0019	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Notices of Intent to Enforce Copyright Restored under the Uruguay Round Agreement (URAA)
Item Description	Notices filed by owners of a restored work to provide constructive notice of plans to enforce right.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	1912
Manual Title	Library of Congress Records Schedule (LRS)
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	There is no cutoff instruction
Retention Period	Other: DESTROY upon expiration of copyright for described items or when no longer needed for reference, whichever is later.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0297-2024-0001-0020	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Mandatory Deposit Files

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Item Description	Records documenting compliance with the Mandatory Deposit provision of copyright law. 17 U.S.C. §§ 407, 705; 37 C.F.R. §§ 201.2, 202.19.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	1914	
Manual Title	Library of Congress Records Schedule (LRS)	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
DAA-0297-2014-0017-0017	No	
DAA-0297-2014-0017-0018	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	There is no cutoff instruction	
Retention Period	Other: DESTROY 25 years after agreement has expired or when no longer needed for reference, whichever is later.	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

DAA-0297-2024-0001-0021	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Copyright Litigation Files
Item Description	Litigation files involving the Copyright Office. Includes briefs, motions, opinions or other related records. Also includes all correspondence, court proceedings, receipts and forms related to the legal pursuit of publishers who have failed to deposit demanded material after receiving a Final Notice for Mandatory Deposit. 7 U.S.C. §§ 407, 705; 37 C.F.R. §§ 201.2, 202.19.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No

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Records Schedule Number: DAA-0297-2024-0001

Status: APPROVED
Date Approved: 12/19/2024

MANUAL CITATION	
Agency Code	1915
Manual Title	Library of Congress Records Schedule (LRS)
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
Superseded Items	
Superseded Item	Item Superseded in Part? Explanation
DAA-0297-2014-0017-0019	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	There is no cutoff instruction
Retention Period	Other: DESTROY 10 years after case is closed or when no longer needed for reference, whichever is later.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

Group Title	Copyright Legislation Files
DAA-0297-2024-0001-0022	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Proposed Copyright Legislation
Item Description	b. Records pertaining to proposed copyright legislation, including memoranda, reports, hearing reports, and legislative analysis.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	1917b
Manual Title	Library of Congress Records Schedule (LRS)
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
Superseded Items	

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Status: APPROVED
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Superseded Item	Item Superseded in Part?	Explanation
DAA-0297-2014-0017-0023	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Other: CUTOFF at end of each Congress.	
Retention Period	Other: DESTROY 6 years after cutoff or when no longer needed for reference, whichever is later.	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

DAA-0297-2024-0001-0023		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Section 508 Notification Forms "Report of the Filing of Determination of an Action or Appeal Regarding a Copyright (Form AO121)"	
Item Description	Forms utilized by the U.S. Federal District Courts to notify the Copyright Office any time an action or decision is rendered on a copyright case. Arranged by the date received at the Copyright Office. 17 U.S.C. § 508; 37 C.F.R. § 205.15.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	1918	
Manual Title	Library of Congress Records Schedule (LRS)	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
N1-297-07-1, Item 1	No	
Is this item a deviation from the GRS?	No	

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DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	Cut off at end of Calendar year.
Retention Period	Other: DESTROY upon expiration of copyright for described items or when no longer needed for reference, whichever is later.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0297-2024-0001-0024		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Classified Government Cables	
Item Description	Copies of U.S. State Department cables that have been identified as "classified" under Executive Order 13526 and maintained under secure circumstances.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	1919	
Manual Title	Library of Congress Records Schedule (LRS)	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
DAA-0297-2014-0017-0024	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Cut off at end of Calendar year.	
Retention Period	Destroy 10 year(s) after cutoff	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	Yes	
GAO Approval Required	No	

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Records Schedule Number: DAA-0297-2024-0001

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DAA-0297-2024-0001-0025		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Copyright Royalty Board Proceedings Official Case Files	
Item Description	Official case files from royalty distribution proceedings, rates and terms determination proceedings, and administrative assessment proceedings, including originals of officially filed pleadings, written testimony, exhibits, transcripts, orders, determinations, reports, and related papers. Includes claims of royalties and files from the Copyright Royalty Tribunal (CRT) and the Copyright Arbitration Royalty Panel (CARP).	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	1931	
Manual Title	Library of Congress Records Schedule (LRS)	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
DAA-0297-2014-0017-0025	No	
DAA-0297-2014-0017-0026	No	
DAA-0297-2014-0017-0027	Yes	Copyright Royalty Board Proceedings Official Case Files (LRS 1931)(DAA-0297-2014-0017-0025) is being edited to include claims, so claims will be struck from Cue Sheets (LRS 1933) (formerly Royalty Claims and Cue Sheets DAA-0297-2014-0017-0027).
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Other: CUTOFF at end of calendar year in which case reaches final disposition, including appeals, and when all funds are distributed.	
Retention Period	Other: DESTROY 25 years after cutoff or when no longer needed for reference, whichever is later.	
ADDITIONAL INFORMATION		

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Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0297-2024-0001-0026	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Cue Sheets
Item Description	Cue sheets listing the nondramatic performances of musical compositions on PBS and NPR programs.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	1933
Manual Title	Library of Congress Records Schedule (LRS)
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
	Superseded Items
Superseded Item	Item Superseded in Part? Explanation
DAA-0297-2014-0017-0027	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	There is no cutoff instruction
Retention Period	Destroy 3 year(s) after date of filing
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0297-2024-0001-0027	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Copyright Claims Board Official Case Files
Item Description	Official case files of the Copyright Claims Board, including docket information, claims, response, supporting documents, requests, default determinations, and written testimony.

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Is this item media neutral?	Yes
Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	1941
Manual Title	Library of Congress Records Schedule (LRS)
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	Other: CUTOFF at end of calendar year in which case reaches final disposition, including appeals.
Retention Period	Other: DESTROY 25 years after cutoff, or when no longer needed for reference, whichever is later.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0297-2024-0001-0028	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Copyright Claims Board Determination Files
Item Description	Final determination files not published in the Federal Register.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	1942
Manual Title	Library of Congress Records Schedule (LRS)
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Permanent
Cutoff Instructions	There is no cutoff instruction

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Records Schedule Number: DAA-0297-2024-0001

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Are there multiple instructions for this item?	No
Transfer Instruction	Other: TRANSFER to NARA when 25 years old or when no longer needed for reference, whichever is later.
ADDITIONAL INFORMATION	
Current Records Format	Textual data:Just started volume unknown
Approximate first year of records covered by this authority	2022
End year of records covered by this authority	Still being created
Are any of the records covered by this item subject to a FOIA exemption?	No

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Records Schedule Number: DAA-0297-2024-0001

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Date Approved: 12/19/2024

Signatory Information

Action	User	Date
Approve	Colleen Shogan	12/19/2024