COPYRIGHT
CLAIMS BOARD

Pro Bono Legal Services Organization Directory Information Form (Bar Association)

The Copyright Claims Board (CCB) is an alternative forum to federal court in which parties voluntarily seek resolution of copyright disputes where damages are $30,000 or less. To facilitate this low-cost alternative to federal litigation, the CCB will maintain two directories of *pro bono* legal services organizations that provide legal representation before the CCB – those that are connected with law schools and those that are not. The directories will be available on the CCB website as a resource for CCB participants.

NOTE: An organization does not need to be listed in the directory to participate in proceedings before the CCB (37 CFR § 234.2(a)).

Organizations wishing to be listed in the CCB directory should provide all of the requested information below. The CCB requires this information because we would like to provide CCB participants with the information they need to make an informed decision regarding whether to seek a *pro bono* legal services organization's assistance.

In addition, the organization will have a duty to maintain the currency of information in the directory. If at any time, a *pro bono* legal services organization that was not previously working with law students would like to begin working with law students to represent clients before the CCB, that organization must notify the CCB and provide additional information.

The *pro bono* legal services organization must send the completed form to **asktheboard@ccb.gov**. Please type your answers directly into the form. Do not hand write your answers. Thank you.

ORGANIZATION NAME ▼

ORGANIZATION ADDRESS ▼

GENERAL CONTACT

Email Address ▶ _____

Phone Number ▶ _____

NAME OF ORGANIZATION DIRECTOR OR SECTION CHAIR. ▼

GEOGRAPHIC AREA FROM WHICH THE ORGANIZATION MAY ACCEPT CLIENTS ▼

WHAT SERVICES WILL YOUR ORGANIZATION PROVIDE TO CLIENTS WITH COPYRIGHT CLAIMS BOARD MATTERS? (check all that apply)

- ❑ Referral Services
- ❑ Consultations
- ❑ Limited Scope Representation
- ❑ Full Scope Representation

PLEASE PROVIDE ANY ADDITIONAL INFORMATION HERE. ▼

MORE ON BACK

DOES THE ORGANIZATION WORK WITH LAW STUDENTS TO REPRESENT CLIENTS? ❑ Yes ❑ No

IF YES, PLEASE COMPLETE THE REST OF THE QUESTIONS BELOW.

IF NO, YOU DO NOT NEED TO ANSWER ANY FURTHER QUESTIONS AND MAY SIGN HERE.

Signature (X) ▼

X _____

Organization Director or Section Chair

IF YOUR ORGANIZATION WORKS WITH LAW STUDENTS TO REPRESENT CLIENTS, PLEASE ALSO COMPLETE THE FOLLOWING:

NAME OF THE LAW SCHOOL WITH WHICH THE ORGANIZATION IS CONNECTED ▼

NAME OF DIRECTOR OF LAW STUDENT REPRESENTATION PROGRAM, IF APPLICABLE ▼

SUPERVISING ATTORNEY(S) (whoever will be supervising the law students directly) ▼

EMAIL ADDRESS(ES) AND PHONE NUMBER(S) FOR SUPERVISING ATTORNEY(S) ▼

❑ **I HEREBY CERTIFY THAT ALL STUDENT REPRESENTATIVES PARTICIPATING IN CLINIC MATTERS BEFORE THE CCB WILL MEET ALL REQUIREMENTS OF 37 CFR § 234.1(a).**

Signature (X) ▼

X _____

Organization Director or Section Chair