

**REQUIREMENTS FOR
REGISTRATION OF A COPYRIGHT
WORK**

AND

**APPLICATION FOR ANTI-PIRACY
SECURITY DEVICE**

REQUIREMENT FOR REGISTRATION OF A COPYRIGHT WORK

For a work to be registered, it has to fall within either of the following categories:

1. SOUND RECORDING

This include such works of a musical nature, i.e. Music CDs, Audio Cassettes, Ring tones, etc.

2. AUDIO-VISUAL

These are works that consist of a series of related images accompanied by sounds i.e. Video CDs, Broadcasts, Talk shows, Advertisements, etc.

3. LITERARY

This are works that have been expressed in written words, i.e., Books, Poems, Advertisements, Posters, Softwares/Websites etc.

NB: Applications for for softwares and websites should be accompanied by write-ups/ workflows/ Documentation of the Works and screen shots of the application.

4. ARTISTIC

These are such works as Pictures, Logos, Drawings, Paintings, Maps, Charts, and Sculptures etc.

PROCEDURE FOR REGISTRATION

1. Collect registration form from the Kenya Copyright Board (KECOBO) reception or download the same via the download section on our website (www.copyright.go.ke/downloads.html) under the Copyright Registration category.

2. Fill all the relevant details:

NB: Any person registering a work on behalf of an individual or organisation (an agent) is required to produce an authority letter, from the owner of the work, authorizing him/her to act as an agent for purposes of registration and/or any other purposes as far as pertains to such works.

Companies/ individuals registering works on behalf of companies **MUST** produce the company's Certificate of Incorporation.

3. Have the forms commissioned by a commissioner of oaths.
4. Attach two original copies of the works – preferably in CD or DVD form.
5. Deposit a non-refundable registration fee of Kshs. 1000 in the bank account of Kenya Copyright Board:

Bank Name : KCB
ACCOUNT NAME : KENYA COPYRIGHT BOARD
ACCOUNT NUMBER : 1104002450
BRANCH : Kipande House

The fees can also be paid via MPesa:

Paybill No. : 522052

When you reach the Enter Business Number point, type: - R/TITLE OF COPYRIGHT WORK

NB: the fee should be paid through Bank and not Bank Agents.

6. Present the bank deposit slip at the reception of the Kenya Copyright Board, where a receipt will be issued.
7. The certification will be issued within Five (5) working days from the date of registration.

ANTI-PIRACY SECURITY DEVICE

Upon issuance of a certificate, owners of Audiovisual Works shall proceed to apply for authentication devices (Hologram Stickers). The minimum number to be applied for is 250 stickers.

*** Authentication Devices cost Kshs. 4.

The applicant is required to:

1. Collect an application form from the KECOBO Reception or download the same from the KECOBO website under the download section (www.copyright.go.ke/downloads.html)
2. Fill in the relevant details including the number of stickers one intends to be issued with (Minimum: 250 pieces).
3. Deposit the relevant application fee in the KECOBO account:

Bank Name : KCB
ACCOUNT NAME : KENYA COPYRIGHT BOARD
ACCOUNT NUMBER : 1104002450
BRANCH : Kipande House

The fees can also be paid via MPesa:

Paybill No. : 522052

When you reach the Enter Business Number point:-

Type S/NEW – for first time APSD application or

Type S/PRODUCER NUMBER – for subsequent applications.

4. Present a bank deposit slip at the reception of the Kenya Copyright Board, where a receipt will be issued.
5. Collect the Authentication devices after three (3) working days.

**FOR SOFTWARE REGISTRATION, AN APPLICANT IS REQUIRED TO
SUBMIT THE FOLLOWING:-**

1. The software source code in soft copy, or the compiled version of the software in soft copy.
2. Screen-shots of the running application.
3. Write-up/workflow of the application to describe the application.

NB:

The software should be submitted in two soft copies.

The write up should be submitted in two hard copies.

******This requirement shall also be the same for registration of websites.**

CONTACTS

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