

VHS Title/Distributor/Year of Release:

This checklist is for documenting efforts to locate current distribution and/or rights holders of a given VHS tape prior to making a preservation copy under Section 108 of the U.S. Copyright law. These steps represent recommended avenues to prove that a "reasonable effort" has been made as described in the law.

Complete these steps to a point of satisfaction to confirm the item's availability or lack thereof. Any and all communications with distributors, filmmakers, etc. should be documented and attached to this form.

1. Worldcat.org searched for evidence of a DVD release and/or name of publisher or distributor or copyright owner. Include number of copies. Date: _____

Notes: _____

2. Major online retail sites, such as Amazon.com and MoviesUnlimited.com, searched for DVD copies of the title. Date: _____

Notes: _____

3. Title, director's name, producer's name, and/or distributor searched on internet search engines. Date: _____

Notes: _____

4. Attempted to contact the original distributor noted on the library's physical copy of the video and/or the catalog record for that copy. Date: _____

Notes: _____

5. IMDB.com and Variety.com searched for key names. IMDBPro searched for contact information for production companies and distributors. Date: _____

Notes: _____

6. For public television titles, the television station credited in the production has been contacted for information about current distribution status. Date: _____

Notes: _____

7. Auction sites (ebay.com) searched for evidence of DVD release of title. Date: _____

Notes: _____

8. Facebook and phone directory sites (switchboard.com) searched for production company and individual director and producer names. Date: _____

Notes: _____

9. Inquiries made to film/video professional listervs (including VideoLib) inquiring about status of a title, production company, distributor, or filmmaker. Date: _____

Notes: _____