

**Title: How Does the c-Site Express Filing Service Work?**

**Subtitle: c-Site**

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To use c-Site Express Filing Service:Purchase a copyright application from an authorized c-Site licensee. Log in to your customer account and launch c-Site. Complete the simple three-step process. Most people complete this process in less than 10 minutes. When you are done you will have submitted both your application and an electronic copy of the work you want to protect with a copyright registration. Upon receipt, c-Site encrypts your work so as to provide you the greatest possible protection. c-Site reviews your application and work and contacts you with any questions. (However, there is no guarantee the Copyright Office will approve your application, nor is there any guarantee the Copyright Office will not raise additional questions or issues regarding either your application or work.) c-Site files the application, your work, and the mandatory filing fee with the Copyright Office, via three-day express courier. When the U.S. Copyright Office has received your application, c-Site: (i) sends an email message confirmation of receipt; and (ii) deletes the electronic copy of your work from its files – so only the U.S. Copyright Office has a copy of your work. c-Site acts as a liaison with the Copyright Office if it has any questions about your application or work. Upon approval, which can take a few months depending on the Copyright Office, you will receive a Certificate of Registration as per your instructions in the application.