



# Group Registration for Unpublished Works (GRUW)

## Eligibility Requirements

### 1. All the works must be unpublished.

Publication occurs when copies of a work are distributed to the public or offered to a group for further distribution, public performance, or public display. Once a work has been published, it is no longer eligible for the GRUW application. For more information about publication, please see **Compendium Chapter 1900**.

### 2. You may submit no more than 10 works.

*Example: 10 poems or 8 drawings or 4 songs. If your deposit materials contain more than 10 works, registration may be refused.*

### 3. The group may not include compilations, collective works, databases, websites, or architectural works.

A **compilation** is a work formed by selecting, coordinating, and/or arranging preexisting materials or data in a creative way. *Examples include data arranged in a table or spreadsheet, a list of quotes, or an anthology of haiku poems.* For more information about compilations, please see **Compendium Chapter 500, Sections 508 – 508.2**.

A **collective work** is a type of compilation where individual works are creatively selected, coordinated, and/or arranged into a larger work. *Examples include a book of poems, an album of songs, or a portfolio of photographs.* For more information about collective works, please see **Compendium Chapter 500, Sections 509 – 509.2**.

A **database** is a compilation of digital information comprising data, information, abstracts, images, maps, etc. arranged in a systematic manner, and accessed solely by means of an integrated information retrieval program. For more information about databases, please see **Compendium Chapter 700, Sections 727 – 727.2**.

A **website** is a webpage or set of interconnected webpages available online. An entire website or individual pages from a website cannot be registered on a GRUW application. However, individual works posted on a website can be registered on a GRUW application. *For example, a photography website, a movie review website, or a musician's website cannot be registered using a GRUW application, but individual photographs, movie reviews, or songs posted on those websites may be eligible for the GRUW application.* For more information about websites, please see **Compendium Chapter 1000**.

An **architectural work** is the design of a building as embodied in any tangible medium of expression, including a building, architectural plans, or drawings. For more information about architectural works, please see **Compendium Chapter 900, Section 926**.

### 4. All the works must be the same types of works (such as a group of songs, a group of drawings, or a group of essays).

When you begin the application, you must choose one type of work to register: literary work, work of the visual arts, sound recording, work of the performing arts, or motion picture/AV work. All of the works you submit must fit within the category you choose when you begin the application.

*Example: A GRUW application may be used to register a group of 10 poems or a group of 10 songs, but it cannot be used to register a group consisting of 1 poem, 1 song, 1 video, and 1 drawing.*

**5. All the works must be created by the same author or the same co-authors, and the author and claimant for each work must be the same person or organization.**

Every work you submit must be created by the exact same author or the exact same combination of authors.

*Example: A GRUW application may be used to register ten works by Nick and Dan, but not nine works by Nick and one work by Nick and Dan.*

**6. On the “Authors/Claimants” screen, you must select a term from the dropdown menu that describes all of the works in the group, and you must select the exact same term for each author and each work (such as “Unpublished Literary Works,” “Unpublished Dramatic Works,” or “Unpublished Illustrations.”)**

*Example: If you choose “Unpublished Jewelry Designs” from the dropdown menu, each work in the group must be a “jewelry design” and each author listed on the application must be a co-author of each “jewelry design” in the group.*

**7. The application must provide a separate title for each work in the group.**

*Example: If you are registering nine unpublished songs, you must add nine separate titles on the “Titles” screen in the application. Do not provide a “collection” title for the group as a whole.*

**8. Each individual work must be uploaded in a separate electronic file and in an acceptable file format.**

*Example: If you are registering six short stories, you must upload six separate files. Each file must contain one short story. Do not upload multiple short stories in one file.*

**9. The filename for each work should match the title you provide in the application word for word.**

*Example: If you are registering two songs titled “Summer at the Beach” and “Everybody’s Got Something to Hide Except Me and My Chinchilla,” you must upload a separate electronic file for each song. The filenames should be “summer at the beach.mp3” and “everybodys got something to hide except me and my chinchilla.mp3.”*