

# Copyright Policy

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1. A physical or electronic signature of a person authorized to act on behalf of the owner of an exclusive right that is allegedly infringed.
2. Identification of the copyrighted work claimed to have been infringed, or, if you believe that multiple copyrighted works have been infringed on our Website, a representative list of such works.
3. Identification of the material that is claimed to be infringing or to be the subject of infringing activity and that is to be removed or access to which is to be disabled, and information reasonably sufficient to permit the service provider to locate the material.
4. Information reasonably sufficient to permit the us to contact you, such as an address, telephone number, and, if available, an electronic mail address at which you may be contacted.
5. A statement that you have a good faith belief that use of the material in the manner complained of is not authorized by the copyright owner, its agent, or the law.
6. A statement that the information in the notification is accurate, and under penalty of perjury, that you are authorized to act on behalf of the owner of an exclusive right that is allegedly infringed.

#### Contact Information for HPTF's Copyright Agent

HPTF's Agent for the notice of any claim of infringement of any copyright can be reached as follows:

By email: [HeatherFoundation@roadrunner.com](mailto:HeatherFoundation@roadrunner.com)

By conventional mail: Heather Perkins Trew Foundation

Attn: Website Copyright Policy

P.O. Box 5531

Hilton Head Island, South Carolina 29938

Please provide all of the information requested above. No specific form is required to provide HPTF with notifications of possible copyright infringement. However, it will take us longer to process your notice if any of the information requested above is not provided, and in some cases, we may not be able to process your notice at all. Also please note that, due to security concerns, attachments cannot be accepted. Accordingly, any notification of possible copyright infringement submitted electronically with an attachment will not be received or processed.