



AGENCE POUR LA
PROTECTION DES
PROGRAMMES

SIMPLE DEPOSIT REQUEST

REGISTRATION ON THE IDDN DIRECTORY

You are about to deposit a work with the APP.

This documentation has been put together to assist you with this. We invite you to read it before starting to fill out the form it contains.

We should remind you that you must be **a member of the APP** to be able to make a deposit. You can download the membership form on app.asso.fr

Contents of the documentation:

Simple deposit form	page 2
Appendix 1: Co-rights holders	page 5
Appendix 2: IDDN Coding	page 6
Manual	page 7

SIMPLE DEPOSIT REQUEST REGISTRATION ON THE IDDN DIRECTORY

TYPE OF REQUEST

Initial deposit

Update (state the previous IDDN number)

ONLY ONE CHOICE POSSIBLE

IDDN
 XX000000000000XX000000000000

APP MEMBER

Member No. SIREN

Identity

Address REGISTERED OFFICE REQUIRED FOR LEGAL ENTITIES

Postcode Town/City Country

DESCRIPTION OF THE WORK

Name of the work

Subtitle Version Date of the version

Type of work SEE APPENDIX 2 / IDDN CODING The work is...

ONLY ONE CHOICE POSSIBLE

First work Software (Source code)
 Composite work Software (Object code)
 Derivative work Database
 Other, please specify:

Product class SEE APPENDIX 2 / IDDN CODING Nationality of the work (ISO code) SEE APPENDIX 2 / IDDN CODING

RIGHTS HOLDER

I hereby certify that the aforementioned APP member is:

ONLY ONE CHOICE POSSIBLE

The sole rights holder of this work, or, the rights holder under the name of which the collective work was published.

One of the co-rights holders of this work and has been authorised by all the co-rights holders to make the deposit.

↳ IN THIS CASE, APPENDIX 1 OF THIS FORM MUST BE COMPLETED.

DESCRIPTION OF THE DEPOSIT

Programming language(s)

Development tool(s)

Logical key / encryption method: Yes No

Type of media provided

Number of copies 2 IDENTICAL COPIES OR 3 IN CASE OF A DEPOSIT OF A WORK UNDER ACCESS CLAUSE

SIMPLE DEPOSIT REQUEST REGISTRATION ON THE IDDN DIRECTORY

ESCROW PLEASE REFER TO THE ATTACHED MANUAL FOR FURTHER INFORMATION.

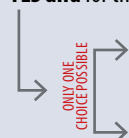
Is the work, object of the this deposit, covered by an **agreement between the Member and its clients or partners, which provides that these ("the Beneficiaries"), may have access to the Deposited Elements deposited with the APP, under conditions defined in the agreement, and that the Beneficiaries shall make their access request directly to the APP?**

NO → in such case, only the Member is authorised to ask the APP for access to the Elements of the Deposit.

YES and for this work, I have already signed an escrow agreement with the APP. My contract number is:

CONTACT US AT LEGAL@APP.ASSO.FR FOR ANY PRECISION.

YES and for this work:



I have already subscribed to the offer of management by the APP of an access clause.
My subscription number is:

I subscribe to the offer of management by the APP of an access clause.

€225,00 excl. VAT (€270,00 incl. VAT) PER YEAR, IRRESPECTIVE OF THE NUMBER OF DEPOSITS AND BENEFICIARIES.

The first subscription is established for a period of one year from the date of the subscription and it will be renewed tacitly for one year unless denounced according to the modalities provided for in the General Regulation (available on our website app.asso.fr).

MANAGEMENT OF THE FILE

If the member's address or invoicing address has changed since your last dealings with our Departments, please fill out the form "Update of the member's administrative information".

Administrative contact

Email address

Address

Postcode

Town/City

Department or job title

Telephone

Country

Invoicing contact

Address
Email

In case of difficulty with a copy request, the APP needs to have a technical contact to provide it with information:

Technical contact

Address
Email

TRUSTEE / A power of attorney must be attached to the deposit request.

Trustee identity

Company

Address

Postcode

Town/City

Country

Email address

Mobile

Telephone

Fax

DELIVERY ADDRESS

ONLY ONE CHOICE POSSIBLE

member

administrative contact

trustee

SIMPLE DEPOSIT REQUEST REGISTRATION ON THE IDDN DIRECTORY



I, the undersigned, Mr Mrs

Surname First name

Job Title , hereby certify that the information provided in this form is correct.

In case of deposit by correspondence, I hereby authorise the APP to sign the deposits register.

Done at:

On:

Signature(s) and stamp(s)★:

★ The signature of all co-rights holders is required in case of co-ownership. Failing joint signature of this form by the co-rights holders or their representatives preceded by the full names and capacity, please attach the authorisation(s) of the co-rights holders authorising the member to register the work with the APP.

The payment or proof of this letter must be attached to this request.
Possibility, for Legal Entities only, to attach a Purchase Order. Payment in cash upon receipt of invoice.

SIMPLE DEPOSIT (INITIAL OR UPDATE):

€150.00 excl. VAT (€180.00 incl. VAT)

ANNUAL SUBSCRIPTION FOR THE APP TO MANAGE AN ACCESS CLAUSE:

€225.00 excl. VAT (€270.00 incl. VAT) per year, per creation (IDDN filiation), irrespective of the number of deposits and beneficiaries.

BOX RESERVED FOR THE APP

Information on the deposit

Request No. Date of deposit / /

IDDN No. of the deposited work:

Deposit made by

Signature: _____

Pre-dispatch check

Logibox No. Invoicing address Date of check / / IDDN No. Delivery address Name of checker IDDN certificate Postal tracking no.

Signature: _____

The full names and addresses of members and their contacts are notified to our internal departments and to the organisations contractually bound to the APP, unless an objection is raised. In such case, the notification shall be limited to the departments of the APP. Pursuant to Article 39 et seq of the French Law No 78-17 of 6 January 1978, as amended in 2004, on data processing, data files and individual liberties, any member may obtain notification and, as appropriate, rectification or removal of information concerning them, by contacting the APP at the following address: app@app.asso.fr

SIMPLE DEPOSIT REQUEST REGISTRATION ON THE IDDN DIRECTORY

APPENDIX 1 / CO-RIGHTS HOLDERS

LEGAL ENTITY

Company Name		SIREN
--------------	--	-------

Address		
---------	--	--

REGISTERED
OFFICE
REQUIRED

Postcode	Town/City	Country
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Company Name		SIREN
--------------	--	-------

Address		
---------	--	--

REGISTERED
OFFICE
REQUIRED

Postcode	Town/City	Country
----------	-----------	---------

Company Name		SIREN
--------------	--	-------

Address		
---------	--	--

REGISTERED
OFFICE
REQUIRED

Postcode	Town/City	Country
----------	-----------	---------

Company Name		SIREN
--------------	--	-------

Address		
---------	--	--

REGISTERED
OFFICE
REQUIRED

Postcode	Town/City	Country
----------	-----------	---------

NATURAL PERSON

Identity	Mr	Mrs	National ID card / passport no.
----------	----	-----	---------------------------------

Surname		First name
---------	--	------------

Address		
---------	--	--

Postcode	Town/City	Country
----------	-----------	---------

Identity	Mr	Mrs	National ID card / passport no.
----------	----	-----	---------------------------------

Surname		First name
---------	--	------------

Address		
---------	--	--

Postcode	Town/City	Country
----------	-----------	---------

Identity	Mr	Mrs	National ID card / passport no.
----------	----	-----	---------------------------------

Surname		First name
---------	--	------------

Address		
---------	--	--

Postcode	Town/City	Country
----------	-----------	---------

Identity	Mr	Mrs	National ID card / passport no.
----------	----	-----	---------------------------------

Surname		First name
---------	--	------------

Address		
---------	--	--

Postcode	Town/City	Country
----------	-----------	---------

Please attach a copy of each national ID card / passport of the natural person co-rights holders and/or the certificates of incorporation of the legal entity co-rights holders. Failing joint signature of this form by the co-rights holders or their representatives preceded by the full names and capacity, please attach the authorisation(s) of the co-rights holders authorising the member to register the work with the APP.

SIMPLE DEPOSIT REQUEST REGISTRATION ON THE IDDN DIRECTORY

APPENDIX 2 / IDDN CODING

IDDN.FR.001.000000.000.R.P.2014.000.00000

(1) (2) (3) (4) (5) (6) (7) (8) (9) (10)

(1) IDDN

Inter Deposit Digital Number

(2) Nationality of the work

In line with the alpha-2 ISO coding	
DE - Germany	MG - Madagascar
AT - Austria	MA - Morocco
BE - Belgium	MQ - Martinique
CA - Canada	MC - Monaco
DK - Denmark	NO - Norway
ES - Spain	NL - Netherlands
US - United States	PT - Portugal
FI - Finland	CZ - Czech Republic
FR - France	RE - Réunion Island
GR - Greece	RU - Russia
GP - Guadeloupe	GB - United Kingdom
HU - Hungary	SK - Slovakia
IE - Ireland	SE - Sweden
IT - Italy	CH - Switzerland
JP - Japan	TN - Tunisia
LU - Luxembourg	

(3) Registration body

001 - APP France
002 - APP Switzerland
010 - IDDN

(4) Order number

Chronological order assigned by the registration body

(10) Product Class

10000 SOFTWARE - SYSTEM	21100 CAL	30710 Gas	31230 Medicine and health
10100 Operating systems	30000 SPECIALISED APPLICATION	30715 Water supply	31235 Education and scientific research
10200 Data transmission	30100 Agriculture	30800 Transport / communication	31300 Public services
10300 Databases (DBMS)	30200 Water and Forests	30805 Transport	31400 Leisure and family life
10400 Programming language	30300 Fishing	30810 Communication	31500 Others
10500 End user adapted language	30400 Mining	30900 Sales / Restaurants and outlets	40000 MULTIMEDIA / DATABASES
10600 Development assistance	30500 Construction	30905 Wholesale	40100 2D digital reproduction of work
10700 System operation management	30600 Production	30910 Retail	40200 3D digital reproduction of work
10800 Functional use	30605 Food	30915 Restaurants and beverage outlets	40300 Digital reproduction of an animated image
20000 UNIVERSAL APPLICATION	30610 Textile and clothing	31000 Financial and insurance activities	40400 Digital reproduction of a sound
20100 Planning / Management	30615 Wood, paste and paper	31005 Banking and fiduciary activities	41000 DIGITAL CREATION
20200 Accountancy	30620 Publication and printing	31010 Financial brokerage	41100 2D digital creation
20300 Personnel / salaries	30625 Chemistry and derivative industries	31015 Insurance	41200 3D digital creation
20400 Sales / Stock	30630 Stone, clay and glass products	31100 Property	41300 Creation of an animated image
20500 Production	30635 Metal products	31200 Services	41400 Digital creation of a sound
20600 Design / Study / Project	30640 Machines and Equipment	31205 Rental	41500 Creation of a digital photo
20700 Forecast / Statistics / Analysis	30645 Electric machines	31210 Hotels and hostels	42000 WEBSITE
20800 Office automation	30650 Transport equipment	31215 Radio diffusion and advertising	
20900 Information engineering	30700 Electricity/gas/heating/water supply	31220 Information services	
21000 Image processing	30705 Electricity	31225 Miscellaneous services	

(5) Version number

(000 for the initial registration)

(6) Type of registration

R: Referencing

Upon referencing, the only copy of the work is placed in a sealed envelope (Logibox) after being registered by the APP. The copy of the work placed in the Logibox is then returned to the rights holder by the APP.

D: Distribution deposit

For a distribution deposit, two copies of the work, as circulated to the public, are placed in two sealed envelopes (Logibox), one of which is kept by the APP and the other returned to the rights holder. In the case of a work under access clause, one more copy is registered, sealed and kept by the APP.

S: Source deposit

For a source deposit, two copies of the work, in its version not designed to be circulated to the public, are placed in two sealed envelopes (Logibox), one of which is kept by the APP and the other returned to the rights holder. In the case of a work under access clause, one more copy is registered, sealed and kept by the APP.

C: Controlled deposit

For a controlled deposit, three copies of the work are placed in three sealed envelopes (Logibox) after being verified by the APP. Two Logiboxes are kept by the APP and the third is returned to the rights holder.

(7) Type of work

P: First work

This is a work which you have developed in full.

C: Composite work

This is a work which incorporates all or part of a pre-existing work. If the incorporated elements belong to a third party, you must ensure that you have the right to incorporate them in your work.

A: Derivative work

This is an adaptation of a pre-existing work (for example, a version of a programme developed for a specific client, the transport of software from one environment to another). If the pre-existing work belongs to a third party, you must ensure that you have the right to adapt it.

(8) Year of first registration

(9) Integrity check

Reserved space

SIMPLE DEPOSIT REQUEST REGISTRATION ON THE IDDN DIRECTORY

MANUAL

You are about to deposit a work with the APP.

The purpose of the deposit is to be able to use it later. It is therefore essential that you comply strictly with the deposit procedure.

What is a simple deposit?

A simple deposit allows you in particular to have the work registered in the international IDDN register, to give it a certain date and for at least one copy of it to be deposited with the APP which shall keep it. A deposit allows you to establish proof and anticipate conclusive problems in case of counterfeiting of your work or challenging of your rights. Two copies of the work's medium are placed in sealed envelopes (LogiBox) with a copy of their IDDN certificate* certifying the deposit. You will be given one of the LogiBoxes and the other will be kept by the APP. In case of dispute, the APP will be able to provide the stored copy. Storing a work at the APP protects your deposited media from risks of loss or destruction.

With this method of deposit, only you and your authorised representative are authorised to request access to the Deposited Elements. Of course, you are free to then pass on the said Elements to the Beneficiaries of your choice.

What is an escrow?

The Member and his customers or partners can agree that they, the Beneficiaries can, for a Creation, have access to the elements deposited with the APP in accordance with the terms stipulated in the agreement (e.g. Default by the Member), and that the Beneficiaries will make their request for access directly to the APP. The Member remains fully liable for the application of the clause or the agreement concerned.

Successive deposits of Creations covered by such agreements are subject to special management by the APP (specific archiving management, notification in the APP's registration databases, commitment to deal with access requests in accordance with the procedures set out in the General Regulations) throughout the entire term of the agreements, irrespective of the number of deposits of the Creation or the number of Beneficiaries having access.

Please Note: For a physical deposit of an escrowed Creation, the Member must send three copies of his creation to the APP. Three copies of the Creation are placed in separate sealed envelopes (Logibox) for each deposit. One of the "Logibox" is given to the Member, the other two are archived by the APP.

The APP proposes 2 separate offers:

1) Annual subscription for the APP to manage an access clause

The APP is not a cosignatory to the agreement providing access to the Deposited Elements. The clause providing access to the Deposited Elements is inserted into the agreement exclusively concluded between the Member and his Beneficiaries. The APP charges an annual subscription fee for managing the escrowed Creation, per Creation, irrespective of the number of deposits or Beneficiaries. In addition to the IDDN certificates, the Member receives an annual statement of his deposits upon request, and he is responsible for notifying the other Beneficiaries. The Member must inform the Beneficiaries that the APP will invoice the requesting Beneficiaries the cost of examining the request for access and for duplicating the Deposited Elements (if access is authorised) at the rates in force on the date of the access request.

2) Annual maintenance of an Escrow Agreement signed with the APP

The agreement providing access to the Deposited Elements is subject to an escrow agreement to which the APP is a cosignatory. This contract (a contract model is available upon request from APP's Legal Department) provides more personalised services with a limited number of Beneficiaries. The APP invoices an annual maintenance for managing and following up the escrowed Creation. In addition to the IDDN Certificates, the Member also receives an annual statement of his deposits upon request.

It is recommended to make at least "verified" if not "controlled" deposits for escrow agreements (usually escrow agreements that the APP has cosigned and with a limited number of Beneficiaries), for major versions of the Creation.

For more details about our "Escrow" offers, contact our lawyers by email at legal@app.asso.fr or by telephone on +33 (0)1 40 35 92 77.

How do you prepare your deposit? (Reminder: 1 work = 1 IDDN No. = 1 form)

We recommend you place the work to be registered on a commonly used medium (for example a CD, DVD, USB stick or even an external hard drive).

The media and their cases must not be placed in stamped envelopes. If they are, the envelopes will be opened.

We recommend you clearly identify the elements of the deposit on the digital media. In the event of several elements, such as for example the sources of a programme, its documentation and its development and/or compilation tools, you may distinguish these elements using directories.

For example:

 Sources of the work XXX,  Development and compilation tools of the work XXX,  Documentation on the work XXX,

In case of compression or separation of the deposited elements, we advise you to clearly identify and remember the software you have used for such procedures. You will need them should you wish to reuse the deposited elements later.

We would be grateful if you would ensure that the name of the deposited work is the same everywhere you indicate it (form, digital medium, case, etc.).

* IDDN Certificate (InterDeposit Digital Number): For each registration with the APP, the digital creation is listed on the IDDN international register which assigns a unique ID to it. It is indicated on the "IDDN" certificate issued to the member and certifying to the registration. For the registration of the initial deposit, then of successive updates, or of a referencing, each registration operation is assigned a new IDDN ID, with filtering between the IDs, if these are different versions of the same creation.

** Please note that you are fully responsible for the validity of the clause or of the agreement concerned.

SIMPLE DEPOSIT REQUEST REGISTRATION ON THE IDDN DIRECTORY

MANUAL

What principles have to be respected?

You have to be an APP member on the membership payment date to be able to make a deposit.

The member shall **keep an "accessible" copy of the work** as the medium returned to the Member shall have been placed in a sealed LogiBox. This LogiBox shall not in any event be opened by the member for reasons of integrity of the sealed box. Any opening shall be made by an authorised person (sworn officer, judicial expert, judicial officer).

In case of request for duplication of the sealed box kept by the member and if the type of the medium so permits, the **APP shall make an identical copy of all of the elements contained on the medium.**

In case of delivery and/or invoicing address different from the address given on the deposit form, please fill out the update form of the member's administrative information.

The deposit may be made on site **on appointment only** or by **letter sent** to the following address:
AGENCE POUR LA PROTECTION DES PROGRAMMES - 54, rue de Paradis - FR 75010 PARIS

Information on the fields of the deposit form

DESCRIPTION OF THE WORK

An initial work is a work which you have developed in full.

A composite work is a work which incorporates all or part of a pre-existing work. If the incorporated elements belong to a third party, you must ensure that you have the right to incorporate them in your work.

A derivative work is an adaptation of a pre-existing work (for example, a version of a programme developed for a specific client, the transport of software from one environment to another). If the pre-existing work belongs to a third party, you must ensure that you have the right to adapt it.

RIGHTS HOLDER

The collective work: pursuant to Article L.113-2 of the French Intellectual Property Code, "Collective Work shall mean a work created at the initiative of a natural or legal person who edits it, publishes it and discloses it under his direction and name and in which the personal contributions of the various authors who participated in its production are merged in the overall work for which they were conceived, without it being possible to attribute to each author a separate right in the work as created".

Work of collaboration: pursuant to Article L.113-2 of the French Intellectual Property Code, "Work of Collaboration shall mean a work in the creation of which more than one natural person has participated".

The names of the co-rights holders of the work of a collaboration must be indicated on the deposit request.

To this end, please fill out **Appendix 1 of the deposit form**. **Failing joint signature** of the form by the co-rights holders, **please attach the authorisation of the co-rights holders** authorising the member to exercise their rights.

DESCRIPTION OF THE DEPOSIT

Examples of medium provided for the deposit: CD-Rom, DVD-Rom, USB stick, external hard drive, etc.

TRUSTEE

This is anyone not in the member company and duly authorised by this latter for example an advisor on industrial property, a notary, a lawyer, a subsidiary, etc.

Please contact us for further information
by email to app@app.asso.fr or by telephone on **+33 (0)1 40 35 03 03**