



AGENCE POUR LA
PROTECTION DES
PROGRAMMES

QUOTE REQUEST

VERIFIED PHYSICAL DEPOSIT FORM

You are about to make a verified physical deposit request to 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 request. You can download the membership form on app.asso.fr/en

The **verified physical deposit** is the subject of a **prior quote** issued by the APP. Please send us this form and its appendices, **without attaching the media** containing the elements you wish to deposit.

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● TYPE OF REQUEST

ONLY ONE CHOICE POSSIBLE

Initial deposit

Update (specify the previous IDDN number)

→ IDDN X X 0000 0000 0000

● APP MEMBER

Member N° Registration N°

Identity

Address REGISTERED OFFICE REQUIRED FOR LEGAL ENTITIES

Postcode City Country

● DESCRIPTION OF THE WORK

Name of the work

Subtitle (OPTIONAL) Version Date of the version
DATE FORMAT : JJ/MM/AAAA

Type of work SEE APPENDIX/ IDDN CODING Nature of work

ONLY ONE CHOICE POSSIBLE

- First work Software (Source code)
- Composite work Software (Object code)
- Derivative work Database

Other, specify :

Product class SEE APPENDIX/ IDDN CODING Product nationality (ISO code) SEE APPENDIX/ IDDN CODING

● RIGHTS HOLDER

I hereby certify that the aforementioned APP member is:

ONLY ONE CHOICE POSSIBLE

- The sole rights holder of this work
- 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 AND ATTACHED TO THIS FORM.

● DEPOSIT DESCRIPTION

Programming language(s)

Programming tool(s)

Total volume of files (en Mo)

Total number of files

Type of media considered THREE COMPULSORY IDENTICAL COPIES (CONTENT AND MEDIA)

CONTACT US FOR ENCRYPTED DATA

● ESCROW AGREEMENT REFER TO THE ATTACHED MANUAL FOR MORE DETAILS.

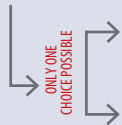
Is the work, object of the this deposit, covered by an agreement between the Member and its clients or partners, which provides that these ("the Beneficiaries"), may have access to the Elements deposited with the APP, under conditions defined in the agreement, and that the Beneficiaries shall make their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

NO → in this case, only the Member is authorised to ask for a copy of the Elements of the Deposit (a duplication).

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

IF YOU WANT TO SIGN SUCH CONTRAT, PLEASE CONTACT OUR LEGAL DEPARTMENT BY EMAIL AT LEGAL@APP.ASSO.FR OR BY PHONE +33(0)1 40 35 92 77 TO OBTAIN A QUOTE.

YES AND for this work :



I have already subscribed to the offer "Management of an access clause by the APP".

My subscription number is:

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

450€ excl. VAT PER YEAR ET PER CREATION, REGARDLESS OF THE NUMBER OF DEPOSITS AND BENEFICIARIES OF THE ACCESS CLAUSE.

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/en).

● MANAGEMENT OF THE FILES

Administrative contact

Email address

Address

Postcode

City

Country

Department or job title

Phone number

Invoicing contact

Email address

In case of difficulties , APP needs a technical contact able to provide information:

Technical contact

Email address

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

Trustee identity

Company

Address

Postcode

City

Country

Email address

Phone

Phone number

Fax

● DELIVERY ADDRESS

ONLY ONE CHOICE POSSIBLE

Member

Administrative contact

Trustee

QUOTE REQUEST - VERIFIED PHYSICAL DEPOSIT - FORM

I, the undersigned, Mr Mrs

Surname

First name

Job Title

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

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 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.

COST OF THE VERIFIED PHYSICAL DEPOSIT (INITIAL OR UPDATE) :
On quote, upon receipt of the form and its Appendix 2 (compulsory). Send to app@app.asso.fr or to the postal address of the APP.

MANAGEMENT OF AN ACCESS CLAUSE BY THE APP :
450€ excl. VAT per year et per work, regardless of the number of deposits and of beneficiaries of the access clause.

BOX RESERVED FOR THE APP

Information on the deposit

IDDN No. of the deposited work:

Deposit date / /

Deposit done by

Signature

Pre-dispatch check

Logibox

Letter

IDDN certificate

Invoice

Date of check / /

Name of checker

Signature

The informations collected on this form are saved in a file computerized by the APP for the processing of your request by different APP departments. They are preserved during the period of your subscription to at least one of the services of APP and, after this period, during the legal retention period for data as evidence. Pursuant to the Data Processing, Data Files and Individual Liberties law and the Data Protection Regulations, you have the right to access your personal data and, as appropriate, to rectify it and/or to remove it, by contacting the APP at the following address: dpo@app.asso.fr. Identity and contact of the entity responsible for data processing : APP - 54 Paradis street - 75010 PARIS - FRANCE.

QUOTE REQUEST - VERIFIED PHYSICAL DEPOSIT - APPENDIX 1

CO-RIGHTS HOLDERS

● LEGAL ENTITY

Company Registration N°

Address REGISTERED
OFFICE
REQUIRED

Postcode

City

Country

Company

Registration N°

Address REGISTERED
OFFICE
REQUIRED

Postcode

City

Country

Company

Registration N°

Address REGISTERED
OFFICE
REQUIRED

Postcode

City

Country

Company

Registration N°

Address REGISTERED
OFFICE
REQUIRED

Postcode

City

Country

● NATURAL PERSON

Identity

Mr

Mrs

Date of birth

Surname

First name

Address

Postcode

City

Country

Identity

Mr

Mrs

Date of birth

Surname

First name

Address

Postcode

City

Country

Identity

Mr

Mrs

Date of birth

Surname

First name

Address

Postcode

City

Country

Identity

Mr

Mrs

Date of birth

Surname

First name

Address

Postcode

City

Country

The informations collected on this form are saved in a file computerized by the APP for the processing of your request by different APP departments. They are preserved during the period of your subscription to at least one of the services of APP and, after this period, during the legal retention period for data as evidence. Pursuant to the Data Processing, Data Files and Individual Liberties law and the Data Protection Regulations, you have the right to access your personal data and, as appropriate, to rectify it and/or to remove it, by contacting the APP at the following address: dpo@app.asso.fr. Identity and contact of the entity responsible for data processing : APP - 54 Paradis street - 75010 PARIS - FRANCE.

QUOTE REQUEST - VERIFIED PHYSICAL DEPOSIT - APPENDIX 2

IDDN CODING

IDDN.XX.001.000000.000.X.X.0000.000.00000

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

(1) IDDN

InterDeposit 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	
10100 Operating systems	30000 SPECIALISED APPLICATION	30715 Water supply	
10200 Data transmission	30100 Agriculture	30800 Transport / communication	
10300 Databases (DBMS)	30200 Water and Forests	30805 Transport	
10400 Programming language	30300 Fishing	30810 Communication	
10500 End user adapted language	30400 Mining	30900 Sales / Restaurants and outlets	
10600 Development assistance	30500 Construction	30905 Wholesale	
10700 System operation management	30600 Production	30910 Retail	
10800 Functional use	30605 Food	30915 Restaurants and beverage outlets	
20000 UNIVERSAL APPLICATION	30610 Textile and clothing	31000 Financial and insurance activities	41000 DIGITAL CREATION
20100 Planning / Management	30615 Wood, paste and paper	31005 Banking and fiduciary activities	41100 2D digital creation
20200 Accountancy	30620 Publication and printing	31010 Financial brokerage	41200 3D digital creation
20300 Personnel / salaries	30625 Chemistry and derivative industries	31015 Insurance	41300 Creation of an animated image
20400 Sales / Stock	30630 Stone, clay and glass products	31100 Property	41400 Digital creation of a sound
20500 Production	30635 Metal products	31200 Services	41500 Creation of a digital photo
20600 Design / Study / Project	30640 Machines and Equipment	31205 Rental	42000 WEBSITE
20700 Forecast / Statistics / Analysis	30645 Electric machines	31210 Hotels and hostels	
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 physical or digital referencing, the only copy of the work is placed in a sealed envelope (Logibox) after being registered by the APP. APP doesn't archive the work. We only preserve registration information (metadata).

S : Standard physical deposit and digital deposit

Physical or digital deposits allow you to register the work with APP, to certify the date of the deposit and to submit a copy to APP for archiving. The APP preserves registration information (metadata) and a copy of the data.

C : Advanced physical deposit

There are two types of advanced physical deposit : the verified deposit and the controlled deposit.

- The verified physical deposit is a procedure in which an APP agent reviews the contents of the physical media containing the work and their structure. Then, he establishes a list of these contents before the deposit.

- The controlled physical deposit is a procedure in which the APP agent makes an in-depth examination the work (usually a software) in presence and according to a procedure developed and validated by the parties namely the APP member, the APP and a third party (most often the user of a software, Beneficiary of access to the deposited elements managed by the APP).

(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

QUOTE REQUEST- VERIFIED PHYSICAL DEPOSIT

MANUAL

You are about to deposit a work with the APP using the verified deposit procedure.

What is a verified deposit ?

The verified deposit is one of the types of registration offered by the APP. Just like other types of registration, it allows you to pre-constitute evidence and to anticipate problems infringement of your work or contestation of your rights. The verified deposit enables you to list the content of the media before it's placed in a sealed envelope (**logibox**). **It also allows you to register your work in the IDDN International register, to certify the date of the deposit and to archive your assets in the APP in order to prevent risks of loss or destruction.**

After media verification by an APP agent, the three copies of the work along with a copy of the IDDN certificate are sealed. You receive one of the logibox as well as the filing report detailing the operations done to your media by the agent in charge of your files and the original IDDN certificate. The other two logibox are preserved by the APP for archiving.

The objective of the verified deposit is to assure you that the media contains readable data with a list of its contents and to guarantee that the three sealed copies of the work are identical.

What is an escrow ?

The Member and his clients 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.

The APP offers two different options

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 phone on +33 (0)1 40 35 92 77.

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


We advise you to register the Work on a media frequently used (for example a CD, a DVD, a USB key or an external hard drive). **The media or its casing should not be sealed in envelopes.** Otherwise, they will be opened. **We advise you to clearly identify the elements of the deposit on the digital media.**

In case it is composed of several elements such as the program sources, its documentation and its programming and/or compilation tools, you can identify these elements by using directories.

For example :

 Work sources XXX,

 Programmig and compilation tools of the work, XXX,

 Work documentation XXX,

In case of a compression or a cutting of the modified elements, we suggest you to clearly identify and remember the softwares used to carry out such manipulations. You will need them if you want to reuse the Elements deposited afterwards. **Please make sure to use the same name for the work wherever you inform it** (form, digital media, casing, etc.).

QUOTE REQUEST- VERIFIED PHYSICAL DEPOSIT

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 must keep an "accessible" copy of the work as the medium returned to it at the end of the verified deposit operations will have been placed in a Logibox (sealed). This LogiBox should not in any case be opened by the Member for reasons of integrity of the sealed box. Any opening should be made by an authorised person (sworn officer, judicial expert, judicial officer).

To obtain a quote for this service, please fill out, sign and return the verified deposit form by mail to the following address:

Agence pour la protection des programmes - 54, rue de Paradis 75010 PARIS.

To speed up the processing of your request for a quote, please send a copy of the verified deposit form to the following address: app@app.asso.fr.

Information on the fields of the verified 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.

DESCRIPTION OF THE DEPOSIT

Examples of types of media for a deposit : CD, DVD, USB key, 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**