



COPYING OUT-OF-PRINT MATERIAL

The Copyright Act makes provision for copying an entire copyright protected work if it is out-of-print or 'otherwise unavailable'.

Defining 'out-of-print'

A work is out-of-print/unavailable if a new copy is not available from a supplier within a 'reasonable time' at an ordinary commercial price.

If this is the case, more than a 'reasonable portion' (i.e. up to the entire work, rather than just 1 ch/10%) may be copied.

Defining a 'reasonable time'

The Copyright Agency Limited has deemed a 'reasonable time' to be 30 days for most materials, or 6 months for a work set as a unit's key text.

Confirmation and record-keeping

You will need to confirm in writing with a supplier that the work is out of print. A record of the search should be kept.

NB This provision applies to individual instances of copying the work. Because the work may become available as, for instance, a reprint or in a new edition, the required search through a supplier should be undertaken for each new use.

To request the addition of out-of-print material to the Library's collection please speak to your Subject Librarian.