

## PENNSYLVANIA DEPARTMENT OF TRANSPORTATION COPYRIGHT RELEASE POLICY

The Pennsylvania Department of Transportation will authorize reproduction of its copyrighted maps and/or digital files related to maps (Works) when such reproduction is in the best interest of the Commonwealth and the citizenry. The dissemination of the Works shall be conditioned upon full compliance by an intended user or consumer with the following conditions:

1. All reproductions must be accompanied by a credit note acknowledging that the Work is a copyrighted work of the Commonwealth of Pennsylvania (Commonwealth) and must provide that the reproduction was authorized by the Commonwealth, acting through the Pennsylvania Department of Transportation (Department). The credit note shall read: "Base Map Reproduced Courtesy of the Commonwealth of Pennsylvania, Department of Transportation," and shall appear on every reproduction of every Work and be posted in a prominent location.
2. In addition, the following copyright notice must appear on every copy of the Work: "Original Map Base Copyrighted © *"the current year(s)"* by the Commonwealth of Pennsylvania. All Rights Reserved."
3. The copyrighted Work may be reproduced only if there is no charge connected with the distribution or use of the map or map product produced.
4. Reproductions of a copyrighted map may be used as a base for a new redrawn map.
5. Exact reproduction of the Work that would serve as a competing work with the Department's Works will not be allowed. Any changes in the Works or in its fundamental character will require the express written permission of the Department.
6. No Department copyrighted map may be reproduced in any manner when the reproduction and/or publication vehicle is deemed to be controversial by the Department or considered not to be in the best interests of the Department or the Commonwealth.
7. Request for reproduction requirements:
  - a The request for reproduction of hard copy maps/Works must identify the Work and specify the number of copies to be reproduced or disseminated. The right to reproduce the Work will expire upon a single use printing not exceeding that number. There will be no blanket reproduction permission granted. Permission to reproduce any Work will not guarantee future reproduction permission.
  - b The request for utilization of digital files must specify the Work, intention of use, the number of copies to be printed and/or method of distribution. The digital files may not be distributed to third parties. However, copies of digital file Works may be made for archival purposes or as a back up procedure or application development. The right to use the digital file(s) will expire upon a single use as specified in the letter of request. There will be no blanket use permission granted. Permission to use any digital file(s) will not guarantee future permission.
8. Map products or digital file Works may not be used in conjunction with one or more advertisements and/or sponsorship of a product, service or candidate that could be construed as an endorsement by the Department or Commonwealth of Pennsylvania of the product, service, or candidate.
9. The Geographic Information Division, Bureau of Planning and Research must review requests for all release of copyright.
10. Compliance verification:
  - a Two copies of a finished, printed product must be furnished to the Geographic Information Division, Pennsylvania Department of Transportation for review of compliance to this policy and for insertion into the copyright release file.
  - b For digital file utilization, the Geographic Information Division must be furnished with two copies of a printed product, and/or permitted to view the prototype application. At the Department's discretion, digital files that are enhanced or have added value must be made available to the Department for Commonwealth use.
11. The Department may void conditions contained in this policy when the use of the map or digital file(s) is deemed to be in the best interests of the Department of Transportation, the Commonwealth, and its citizenry.

**This policy applies to all Works including map publications and digital files authored by the Department that constitute an original work of authorship and are protected as copyrights under the federal law as set forth in the Copyright Act of 1976, as amended.**



**pennsylvania**

DEPARTMENT OF TRANSPORTATION

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PennDOT MAPS**

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**RETURN TO:**

**Pennsylvania Department of Transportation  
Geographic Information Division  
P.O. Box 3555  
Harrisburg, PA 17105-3555  
FAX (717) 783-9152**

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