

## Co-Writers Copyright Agreement

Co-Writers (list all Writers' names): \_\_\_\_\_

Publication Title: ***IJCO The International Journal of Coaching in Organizations™***

Article Title: \_\_\_\_\_

Draft Due Dates: **[First Draft]** \_\_\_\_\_ **[Final Draft]** \_\_\_\_\_

**Professional Coaching Publications, Inc.** (hereafter referred to as “PCPI” or “the Author” in this Agreement), a publisher of coaching educational and reference materials, gratefully acknowledges your contribution of practice and writing expertise. Because writing and publishing involve certain rights and responsibilities, we provide the following summary of PCPI publishing policy for your reference and acceptance. As the entity for whom the works are prepared, PCPI is the legal author and holds copyright in the work.

**Co-Writer** (hereafter referred to as “Writer” in this Agreement) is meant to describe you, each of the individuals who have collaboratively created the work commissioned by the Author. All works consist of works made for hire and all copyrights belong to and are owned by PCPI. PCPI is the actual author of all works under U.S. Copyright Law, Title 17 of the United States Code, Sec. 101.

### The Writers agree to:

- Write a new work, or update an existing work, under the title stated. The “work” to be published includes both the text and whatever supplemental materials, including but not limited to tables, figures, forms, exhibits, illustrations and footnotes, the Writers with the concurrence of PCPI deems appropriate.
- Deliver via email any required first draft and the final draft of the work to PCPI on or before the dates above.
- Follow the formatting distinctions in the ***IJCO™ Article Manuscript Formatting Guidelines for Writers*** or like document.
- Read, mark, and promptly return drafts and otherwise cooperate in expediting publication of the work.
- Provide contact information (phone, email, website), biographical data (including honorifics), permit PCPI to use the Writers' names and identities in its marketing materials, and otherwise cooperate in all reasonable respects with PCPI, at PCPI's expense in promoting the work. The Writers shall update their biographical information at the time that final drafts are returned to PCPI.
- Provide current mailing address.
- *Optional, per each Writer's choice.* Provide logo and name of Writer's company, with company website URL, for promotional purposes on ***IJCO™*** website, [www.ijco.info](http://www.ijco.info).



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Writer warrants that he/she has full right, title, and interest in and to all original copyrightable expression contained in this work, and that he/she has all necessary permissions in writing and authority from prior writers of and/or other contributors of Writer's copyrightable expression, which are used or re-used, in whole or in part or as derivatives, in this work, as well as citations of others' works as web links.

The Writers will identify to PCPI those portions of his/her work which incorporate, wholly or in part or derivatively, protectable expression of others, and identify the other writers and works so used, and herewith indemnifies and holds PCPI harmless and agrees to defend PCPI from any claims of infringement of copyright, misappropriation, and the like, without limitation, that may be made against PCPI arising from its publishing Writers' work. PCPI will promptly advise each Writer at his/her last known address of any claim made against PCPI by another arising from PCPI's publication of the work or any part thereof.

### PCPI agrees to:

- Place the Writers' names on the appropriate table of contents page and title page, and publicize their contribution in suitable promotional material.
- Give appropriate credit to the Writers and to the work if PCPI uses the work or any of its contents in a subsequent publication.
- Provide two complimentary copies of the journal issue in which the article appears for each Writer writing the article.
- Provide for each Writer one complimentary electronic copy of the Writers' article in .pdf format, marked as "Writer's Version" and locked so it cannot be edited.
- *Optional, contingent on receipt of finished art consistent with specifications and URL.*

Provide for each Writer an *IJC*OLogoLink™ placement on *IJCO*™ website, [www.ijco.info](http://www.ijco.info), for six months from date that journal issue in which article appears is posted on *IJCO*™ website. Each Writer's *IJC*OLogoLink shall be hotlinked to their website at stated URL.

### The Writers and PCPI mutually agree that:

- The Writers are providing the work as a work for hire and acknowledges receipt of one dollar (US\$1) in hand paid. Accordingly, PCPI shall own the copyright and all rights for the work or works provided hereunder.
- PCPI hereby grants all Writers a license to make all reasonable uses of the work or any part of the work for distribution to Writers' clients and for Writers' practice development and to incorporate parts of the work in the Writers' other coaching publications not competitive with the work as published by PCPI, with the following qualifications:



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- The first Writer emails PCPI ([publisher@pcpionline.com](mailto:publisher@pcpionline.com)) to notify PCPI that the work is to appear in other publications. (This is a way of keeping track of the reproduction of PCPI articles in other venues and promoting such additional publications.)
- The following statement (already added in the Writer's .pdf version of the article) appears on the cover page, after the Writers' names:

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- The following statement (already added in the Writers' .pdf version of the article) appears at the bottom of the first page: © Copyright 20xx by PCPI. All rights reserved worldwide.
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- Copyright in the work will not be used to prevent practitioners from copying models, forms, and other such materials contained in the work in their own practices.
- PCPI reserves the right to terminate the project, to decline to accept all or part of the manuscript, or to decide not to publish the work if circumstances indicate that the work will not meet PCPI's publishing objectives or is determined to be not economically feasible. In such cases, PCPI will promptly notify each Writer.
- PCPI solely controls final editorial and administrative decisions, including style and format, print run, type, paper, binding, price, distribution, and promotion. The Writers shall be solely responsible for all content of the work or of their contributions thereto.
- PCPI has chosen the Writers on the basis of the Writers' personal knowledge, experience, and reputation. The stated Writers' obligations to PCPI are therefore not transferable, even within the Writers' company (if any), without PCPI's written approval. **ADDITIONAL WRITER(S) MAY NOT BE ADDED WITHOUT NOTICE TO AND THE PRIOR WRITTEN APPROVAL OF PCPI.**



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**I have read and agreed to the terms of this Publishing Agreement and License.**

Writer's Name (printed): \_\_\_\_\_  
Type full name before "//signed//". Text should read: xxxxxxxx//signed//

Writer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Writer's Phone Number: \_\_\_\_\_ Writer's Fax Number: \_\_\_\_\_

Writer's Email Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Prov.: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_

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