



# PROPOSAL KIT SAMPLE

## SAMPLE CONTRACT PACK DOCUMENT

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When purchased, the Proposal Kit Professional or Contract Pack will also include many related documents many of which are designed to work together.

For example, some documents are used in a longer sequence one after the other. Some include optional exhibit and schedules.

Also see this article for proposal and contract writing best practices:



<https://www.proposalkit.com/htm/business-proposal-writing-tips.htm>

[Click here to purchase Contract Pack](#)

## COPYRIGHT INFRINGEMENT WORKSHEET

Use this worksheet to gather information for putting together your copyright infringement case. Typically, you are not going to go through this much work for a copyright infringement case unless it is commercial in nature and you have protected your works with US Copyright Office registrations. This worksheet will allow you to create a detailed description of the infringement that you can turn over to your lawyer to draft your response and explain your potential case.

Since most copyright infringements are settled out of court a detailed response can improve your chances for a settlement in your favor. **(This is not legal advice – consult your attorney for legal advice on how to pursue your case.)**

### **Name of Company:**

<< Insert name of company caught infringing. >>

### **Infringing Company Contact Information:**

<< Insert contact details for the infringing company such as physical address, phone number, email addresses, web site URL, etc. >>

### **Background:**

<< Insert description of the infringement, such as how it was discovered. >>

### **Timeline:**

<< Insert a timeline of the infringement, such as when it was discovered and any research that can pinpoint specific events related to the infringement, such as timestamps on files. Also include any dates for the creation of the works as well as dates of copyright registrations. >>

### **Description of Infringing Works:**

<< Insert a description and examples of the work that is infringing on yours. Include screenshots, URLs, references to printed materials, etc. >>

**Description of Infringed Works:**

<< Insert a description and examples of the original work that was infringed. Include screenshots, URLs, references to printed materials, etc. >>

**Comparison of Infringement:**

<< Insert a comparison of the infringing works and the infringed works and describe how much was infringed. >>

**Extent of Infringement:**

<< Insert a description of how extensive the infringement is (or could be), such as number of copies distributed or amount of web site traffic that has used the infringing works. >>

**How the Infringement Occurred:**

<< Insert a description of how you believe the work was infringed and how many ways it could have been infringed. >>

**Nature of Infringement:**

<< Insert a description of the nature of the infringement, such as being used commercially or non-commercially. >>

**Extent of Damages:**

<< Insert a description of the financial losses that can be attributed to this infringement, such as loss of sales if the work had been purchased from you. If the infringement is commercial in nature, describe the

**DEMO CONTRACT**

This demo contract has been truncated. The complete 2 page editable version of this document is available in the Contract Pack template collections

<https://www.proposalkit.com/htm/legal-contract-templates/problem-notification/attorney-copyright-infringement-help-letter.htm>

Once you purchase, download and install a retail Contract Pack that includes this contract, the complete version of this contract will be inserted into your project.

This contract document is included in the [Proposal Kit Professional](#) and one or more [Contract Pack](#) products.

This sample has been truncated to only show the first part. The complete editable version of this contract is included in Proposal Kit Professional and Contract Pack products found at:

[ProposalKit.com/htm/proposal-software-products.htm](http://ProposalKit.com/htm/proposal-software-products.htm)

