

SOFTWARE COPYRIGHT REGISTRATION

CONDITIONS

Software copyright registration is understood as the software creator or owner performing the necessary procedures so that computer software is legally protected under the provisions of the Intellectual Property Law.

The parties registering software copyright include the direct creator of the product and the copyright owner. Authors and copyright owners include Vietnamese organizations and individuals; Foreign organizations and individuals with works published for the first time in Vietnam and not yet published in any other country, or with works also published in Vietnam within thirty days after publication for the first time in another country; and foreign organizations and individuals with works which are protected in Vietnam pursuant to an international treaty on copyright of which the Socialist Republic of Vietnam is a member.

Required documents:

- Legal information of the software copyright owner (may include Citizen Identity Card, Enterprise Registration Certificate, Establishment Decision, or other relevant documents depending on the case);
- Legal information of the software creator (author);
- Printed copy of the software source code with complete author and copyright owner identification information;
- CDs (must contain all software information such as source code, interface, etc.);
- Author's declaration;
- Consent of co-authors and co-copyright owners (if the work has co-authors and co-copyright owners);
- Assignment decision if the copyright owner is a legal entity;
- Power of attorney if the applicant for copyright registration is an authorized person;
- Other documents as required in each specific case;
- Software copyright registration declaration.

Documents must be in Vietnamese. If in another language, they must be translated into Vietnamese.

PROCEDURE

Step 1: Submit the Application

Authors and copyright owners can apply directly or authorize other individuals or organizations to submit it to the Copyright Office or its representative offices in Ho Chi Minh City and Da Nang.

- Authors, copyright owners, and related rights owners who are Vietnamese individuals or organizations, foreign individuals permanently residing in Vietnam, or foreign organizations with headquarters, representative offices, or branches in Vietnam can apply directly or through their legal representatives in Vietnam.
- Authors, copyright owners, and related rights owners who are foreign individuals not permanently residing in Vietnam or foreign organizations without headquarters, representative offices, or branches in Vietnam must apply directly through the Level 4 online public service portal or through authorization to copyright and related rights consulting and service organizations in Vietnam.

Step 2: Copyright Office Processes the Application

The Copyright Office will review, classify, and examine the validity of the application within 01 month from the date of receipt of the application.

If the application is not valid, the Copyright Office will notify the organization or individual to amend or supplement the application.

The deadline for correcting the application is 01 month from the date of receipt of the notification.

Step 3: Copyright Office Issues the Certificate

If all the required documents are valid, within 15 working days, the competent authority will be responsible for granting the Certificate of Copyright Registration

CDLAF Accompanies Customers with Software Copyright Registration:

- *Consulting and guiding clients in preparing the necessary documents for software copyright registration.*
- *Drafting internal documents for clients related to the copyright registration procedure;*
- *Representing clients in submitting software copyright registration applications, monitoring the processing of applications, monitoring copyright infringement of software, and providing solutions to handle copyright infringement of software;*
- *Issuing legal opinions to the Copyright Office or third parties if necessary to safeguard clients' interests regarding software copyright;*
- *Receiving the Software Copyright Registration Certificate and guiding clients on storage and risk management.*