

**George Fox University
Trademark and Copyright Infringement Policy**

Policy Number:

Date: 12-1-2023

Notification Provided to VPAO Email on December 3, 2023

George Fox University is committed to respecting intellectual property rights and expects all members of the university community to do the same. To safeguard the rights of creators, the university has established the following trademark and copyright policy.

1. Use of University Trademarks

- a. University trademarks are the exclusive property of the university.
- b. Proper authorization is required for the use of university trademarks.
- c. Unauthorized use may result in legal action.

2. Use of Copyrighted Material

- a. Respect copyright laws when using, reproducing, or distributing copyrighted material.
- b. Obtain proper permissions or licenses for copyrighted material use.

3. Prohibited Activities

- a. Unauthorized Use: Any unauthorized use of trademarks, logos, or copyrighted material belonging to the university, its affiliates, or third parties is strictly prohibited.
- b. Reproduction and Distribution: Reproducing, distributing, or displaying copyrighted material without proper authorization is not allowed.
- c. Commercial Use: The unauthorized commercial use of university trademarks or copyrighted material is expressly prohibited.

4. Infringement by University

- a. The university is committed to avoiding infringement of third-party trademarks and copyrights.
- b. Any unintentional infringement will be promptly rectified upon discovery.

5. Reporting Infringement by University Members

- a. Members must report suspected trademark or copyright infringement promptly to the Office of the CFO, Legal Department.

6. Consequences of Infringement by University

- a. The university will investigate and address any alleged infringement.
- b. Appropriate disciplinary action may be taken, ranging from warnings to legal consequences.

7. Infringement Against the University

- a. The university will vigorously defend against any claims of trademark or copyright infringement.
- b. Legal action may be taken to protect the university's intellectual property rights.

By adhering to this policy, members of the university community contribute to fostering a respectful and legally compliant intellectual property environment.

George Fox University reserves the right to amend this policy as deemed necessary, with changes communicated to the university community.