

Reporting of Infringement of Intellectual Property Rights

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DocuX, Inc. and its affiliates (“DocuX” “we,” “us,” or “our”) respect intellectual property rights of third parties and expects you (or the entity you represent), as a user of our Website or DocuX Services, to do the same. This policy provides information about our policies and procedures regarding the infringement of intellectual property rights on our Website or DocuX Services. Any capitalized terms not defined in this policy shall have the same meaning as in our [Terms of Service](#).

1. COPYRIGHT INFRINGEMENT NOTIFICATION

- a. We shall respond expeditiously to the claims of copyright infringement committed on our Website or DocuX Services that are reported to us. For reference, you may refer to the Digital Millennium Copyright Act of 1998 (‘DMCA’).
- b. If you are the copyright owner or are authorized to act on behalf of the owner, please report alleged copyright infringements taking place on our Website or DocuX Services by submitting a DMCA Notice of Alleged Infringement (“Copyright Notice”). Upon receipt of the Copyright Notice, we will take necessary action, in our sole discretion, as it deems appropriate, including removal of the challenged material from our Website or DocuX Services.
- c. Copyright Notice must be sent to legal@docux.ai and should:
 - Identify the copyrighted work that you claim has been infringed including the proof of ownership or right to use
 - Identify the material that you claim is infringing and that is to be removed or access to which is to be disabled, and information reasonably sufficient to permit us to locate the material
 - Provide your contact information such as mailing address, telephone number and email address
 - Include both of the following statements in the body of the Copyright Notice:
 - “I hereby state that I have a good faith belief that the disputed use of the copyrighted material is not authorized by the copyright owner, its agent, or the law.”
 - “I hereby state that the information in this notice is accurate and, under penalty of perjury, that I am the owner, or authorized to act on behalf of the owner, of the copyright or of an exclusive right under the copyright that is alleged infringed.”
 - Provide your full legal name and your electronic or physical signature

2. TRADEMARK INFRINGEMENT NOTIFICATION

- a. If you are the owner or authorized representative of the owner or a licensed user of a trademark that you reasonably believe has been infringed because of its use on our Website or DocuX Services, you may provide us with the notice of infringement (“Trademark Notice”). Upon receipt of the Trademark Notice, we will take necessary action, in our sole discretion, as it deems appropriate, including removal of the challenged material from our Website or DocuX Services.
- b. To notify us of any suspected trademark infringement, you must send us a written Trademark Notice on legal@docux.ai that includes:
 - Clear and complete identification of the trademark (including graphical representation of the trademark) that is being infringed including the proof of ownership or right to use and the date of first use of the trademark in commerce
 - Clear and unambiguous proof of your actual use of the trademark in commerce
 - Identification of the material that you claim is infringing and that is to be removed or access to which is to be disabled, and information reasonably sufficient to permit us to locate the material
 - Any arguments or documented evidence which supports your belief that the allegedly infringing materials are likely to cause confusion or mistake or would deceive any third-party.
 - Your contact information such as mailing address, telephone number and email address
 - Both of the following statements in the body of the Trademark Notice:
 - “I hereby state that I have a good faith belief that the disputed use of the trademark material is not authorized by the copyright owner, its agent, or the law.”
 - “I hereby state that the information in this notice is accurate and, under penalty of perjury, that I am the owner, or authorized to act on behalf of the owner, of the trademark or of an exclusive right under the trademark that is alleged infringed.”
 - Your full legal name and your electronic or physical signature

3. TERMINATION

We will, in appropriate circumstances and at our discretion, disable or terminate the account or access of users who repeatedly infringe or are repeatedly charged with infringing the intellectual property rights of others.
