

If the host website does not have a DMCA form on their site, below is a sample:

A Sample Takedown “DMCA” Notice

Send a letter like the following to make your claim:

VIA Email at ISPHosting@isp.com (ex. abuse@craigslist.org)

Re: Copyright Claim

To the ISP Hosting Company:

I am the copyright owner of the photographs being infringed at:

www.craigslist.org

Copies of the photographs being reproduced are included herein to assist with their removal from the infringing Website(s).

This letter is official notification under the provisions of Section 512(c) of the Digital Millennium Copyright Act (“DMCA”) for removal of the above-referenced copyright infringement(s). I request that you immediately issue a cancellation message as specified in RFC 1036 for the specified postings and prevent the infringer, who is identified by its Web address, from posting the infringing photographs to your servers in the future. The law requires you to “expeditiously remove or disable access to” the infringing photographs upon receiving this notice. As a service provider, noncompliance may result in a loss of immunity for liability under the DMCA as cited above.

I have a good faith belief that use of the material in the manner complained of herein is not authorized by me, the copyright holder, or the law. The information provided is true and accurate to the best of my knowledge. I swear under penalty of perjury that I am the copyright owner or have the authority to act on behalf of the copyright owner.

Please send me a prompt response to the address below indicating what action you have taken to resolve this matter.

Sincerely,

Realtor® Sue (Your Name)

Email address

Address

City, State, Zip

Phone

**After the ISP receives your notice, it should remove or “take-down” the photographs or infringing materials.