

==== Copyright Complaint Policy =====

I. Purpose The purpose of this policy is to describe the process for filing notices of copyright infringement in accordance with the Digital Millennium Copyright Act (DMCA). 17 U.S.C. § 512, et al. **DMCA Safe Harbor**

II. Scope This policy applies to Nested Knowledge software services, including “AutoLit”, “Synthesis,” and Wiki Documentation, as well as any subsequent software developed by Nested Knowledge that may be used to host user-generated materials (“Affiliated Organizations”).

III. DMCA Policy We take claims of copyright infringement seriously. We will respond to notices of alleged copyright infringement that comply with applicable law. Nested Knowledge and its Affiliated Organizations respect the intellectual property of others, and we ask our content partners and those posting to this site to do the same. Nested Knowledge Users are required to respect the rights of copyright owners and their agents. Copyright owners, or agents thereof, must send a notice of alleged infringement to the designated agent, a representative at Nested Knowledge. Upon receipt of notification, Nested Knowledge will act quickly to remove or disable access to the infringing materials. After removal or disabling of access, the user alleged to be infringing, may send a counter notice that the removal or disabling of access due to a mistake or misidentification.

1. Reporting Claims of Copyright Infringement If you believe any materials accessible on or from this website (the “Website”) infringe your copyright, you may request removal of those materials (or access to them) from the Website by submitting written notification to our copyright agent. In accordance with DMCA, the written notice must include substantially the following:

- Signature:** Your physical or electronic signature.
- Copyrighted Work(s):** Identification of the copyrighted work you believe to have been infringed, or if the claim involves multiple works on the Website, a representative list of such works.
- Infringing Material(s):** Identification of the material you believe to be infringing in a sufficiently precise manner to allow us to locate the material.
- Contact:** Adequate contact information, including your name, postal address, telephone number, and, if available, email address.

5. **Good Faith Belief:** A statement you have a good faith belief that use of the copyrighted material in the matter complained of is not authorized by the copyright owner, its agent, or the law.
6. **Accuracy:** A statement that the information in the notice is accurate.
7. **Authorization:** A statement, under penalty of perjury, that you are authorized to act on behalf of the copyright owner. Be sure to describe the original work(s), as well as the infringing material(s), in text, if possible. Include plain text URLs, rather than attachments. Nested Knowledge will not open attachments, except under special circumstances. Our designated copyright agent to receive DMCA Notices is: Kevin Kallmes
CEO, Nested Knowledge 1430 Avon St. N Saint Paul, MN 55117
507-271-7051 kevin.kallmes@nested-knowledge.com
If you fail to comply with all of the requirements of Section 512©(3) of the DMCA, your DMCA Notice may not be effective. Please be aware that if you knowingly materially misrepresent that material or activity on the Website is infringing your copyright, you may be held liable for damages (including costs and attorneys' fees) under Section 512(f) of the DMCA.

— **2. Submitting a Counter Notice** If you believe that material you posted on the Website was removed or access to it was disabled by mistake or misidentification, you may file a counter notification with us (a “**Counter Notice**”) by submitting written notification to our copyright agent designated below. Pursuant to the DMCA, the Counter Notice must include substantially the following:

1. **Signature:** Your physical or electronic signature.
2. **Removed/Disabled Material(s):** identification of the material that has been removed or to which access has been disabled and the location at which the material appeared before it was removed or access disabled.
3. **Contact:** Adequate contact information, including your name, postal address, phone number, and, if available, email address.
4. **Good Faith Belief:** A statement, under penalty of perjury, by you that you have a good faith belief that the material identified above was removed or disabled as a result of a mistake or misidentification of the material to be removed or disabled.
5. **Jurisdiction:** A statement that you will consent to the jurisdiction of Federal District Court for the judicial district in which your address is located (or if you reside outside of the United States, for any judicial district in which the Website may be found) and that you will accept service of process from the person (or an agent of that person) who provided the Website with the complaint at issue. Our designated copyright agent to receive DMCA Counter Notices is: Kevin Kallmes
CEO, Nested Knowledge 1430 Avon St. N Saint Paul, MN 55117
507-271-7051 kevin.kallmes@nested-knowledge.com

The DMCA allows us to restore the removed content if the party filing the original DMCA Notice does not file a court action against you within ten business days of receiving the copy of your Counter Notice. Please be aware that if you knowingly materially

misrepresent that material or activity on the Website was removed or disabled by mistake or misidentification, you may be held liable for damages (including costs and attorneys' fees) under Section 512(f) of the DMCA.]

- **Resolution**

Nested Knowledge will review your Notice or Counter Notice and take whatever action we deem appropriate under the DMCA, including removal of the challenged content from the Website. If, for any reason, the copyright owner (or its authorized agent) and the NK user who has allegedly infringed the materials cannot come to a resolution, Nested Knowledge may put the two parties in contact to enable negotiation regarding how to treat the potentially infringing materials.
- **Repeat Infringers**

It is our policy, in appropriate circumstances, to disable or terminate the accounts of users who are repeat infringers. At our discretion, Nested Knowledge may ban or restrict users who are repeat infringers from accessing Nested Knowledge software.
- **Other Disputes**

Disputes regarding ownership of trademarks are not governed by DMCA. These disputes must be resolved by the parties involved. Nested Knowledge will never act as arbitrators or intermediaries in these disputes and will not take any action without the appropriate legal orders.

==== Revision History =====

Author	Date of Revision/Review	Comments
K. Cowie	05/10/2022	Revised
K. Kallmes	05/10/2022	Approved

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