

Off-air Recording Documentation
10/45 day rule

Name of Recording	Date Recorded	Channel Recorded From	Name of Person Making Recording	10 th consecutive school day from recording date	45 th day after the recording date

I recorded or had this recording made at my request. The recording was from an off-air broadcast channel, not from a channel available only by cable or satellite.

I understand that I may use this recording only once in teaching activities.

I understand I may repeat the showing only once for reinforcement of the teaching activity.

I understand the showing of this recording to my students under the above requirements must occur within the first 10 school days following the recorded date.

I understand the use of this recording after the first 10 school days until the 45th day after the recording was made is only from my evaluation and cannot be shown to students during that time unless permission has been received from the copyright owner.

I understand it is my responsibility to erase/destroy this recording no later than the 45th day after the recording was made.

I have made _____ copies of this recording. Each copy is accompanied by this statement.

Instructor's Name: _____

Date: _____