MindCog Productions, LLC

Intellectual and Legal Property Rights Policy

1. Purpose

This policy establishes MindCog Productions, LLC's commitment to **respecting intellectual property rights** and ensuring that all materials used in its learning events are **legally obtained, cited, and used in compliance with copyright laws**.

2. Policy Statement

MindCog Productions, LLC adheres to the following principles regarding intellectual and legal property rights:

- **Original Content:** All course materials are created by **Joe Marshall** and are the intellectual property of MindCog Productions, LLC.
- **Third-Party Materials:** Any use of copyrighted materials—including text, images, audio, video, or research—will be **properly licensed or cited** in accordance with copyright law.
- **Permissions & Documentation:**
  - **If copyrighted materials are used**, permission will be obtained from the rights holder, and **proof of permission will be kept on file**.
  - Any **quotes, references, or excerpts** used under **fair use principles** will be properly **attributed** in the course content.
  - **Public domain and royalty-free resources** will be prioritized when third-party content is necessary.

3. Implementation & Compliance

- All materials used in the course will be **reviewed to ensure compliance** with copyright laws before publication.
- If licensing is required, a **record of the agreement** will be maintained.
- Learners will be informed that all content is either **original or used with permission**, and any third-party materials will be appropriately credited.

4. Enforcement & Audit Readiness

- This policy is reviewed **annually** to ensure compliance with **intellectual property laws and accreditation requirements**.
- Documentation of permissions and citations will be **stored and available for audit purposes**.

5. Course Materials Intellectual Property Statement

"All materials in this training program are either the original work of Joe Marshall or used with appropriate permission and attribution. MindCog Productions, LLC respects intellectual property rights and ensures compliance with copyright laws. Any referenced third-party content is properly credited, and documentation of permissions is maintained as required."