

Fair Use Guidelines

U.S. Copyright Law provides four factors for courts to consider when deciding whether a use of copyrighted material is “fair” or is an infringement of the copyright holder’s exclusive rights. These four factors are:

1. The purpose and character of use.
2. The nature of the original work.
3. How much, and how substantial the quantity, of the original work.
4. The effect of the use on the market for or value of the original work.

You, too, may apply these four factors when considering use of copyrighted work. For each copyrighted item (regardless of format), use the [Fair Use Checklist](#) offered by the Columbia University Libraries/Information Services Copyright Advisory.

You may also find the following sites helpful:

- The [Four Factor Fair Use Test](#) offered by the University of Texas.
- The [Fair Use Reference Guide](#) offered by the Fair Use Network, a part of the Free Expression Policy Project (FEPP of the Brennan Center for Justice at NYU School of Law).
- The [Fair Use Charts and Tools](#) offered by Stanford University Libraries.
- [Copyright Tips & Tools](#)