

Title and Script Clearances

Authorship

If there is a script or treatment, you must have one or more of the following:

- a work-for-hire agreement evidencing your ownership of the script (e.g., with a screenwriter);
- an assignment of rights from the author to you/Producer; or
- another form of written agreement evidencing permission from the author for your use of the script.

Chain of Title

If the script is not an original and previously unpublished work of authorship, you must obtain a **copyright report** from a recognized service for any and all underlying works.

- You must document each transaction transferring rights in the script to you/Producer, or to a third party who then transferred the rights to you/Producer.
- If it is questionable whether any contributions, no matter how small, are covered by a valid work-for-hire agreement, then you must obtain a quitclaim from the individuals who authored those contributions.
- The Chain of Title must be reviewed and approved by your Production Counsel. Any discrepancies must be escalated immediately to YouTube Clearance.

Licensed Property Title

- Prior to final title selection, Producer must obtain a **title report and opinion letter** from a qualified service or firm to ensure that the title is clear to use.
- If the desired title is not clear for use, then you must select a new title or obtain the opinion of Production Counsel with respect to infringement issues.
- If you are relying upon advice of Production Counsel with respect to the title of the program, you must obtain a letter or email evaluating the legal risk.
- Refer to the title clearance section of the Production Manual to review the title clearance procedures.

Script Clearance

- The writer of the script must provide an **annotation guide** that identifies every character, place and event and states whether the item is purely fictional, real, or a composite of fictional and real elements.
- You must also provide a **script research report** which includes analysis of the following:
 - each character's name (whether fictional or real)
 - the settings or locations depicted or identified (whether fictional or real)
 - any business/agency/organization named or proposed to be included in filming (whether fictional or real)
 - any references to people, places, or things (whether fictional or real)
 - any quotes or music

- Best practice is to submit the final version of the script to a reputable script clearance company and follow any recommendations the script clearance company may make, including any revisions to the script.
- You must include in your legal deliverables a copy of any written report from a script clearance company.
- If you are making a **documentary** or other **unscripted content**, it may not be possible to prepare a script research report, however, you must compile a detailed synopsis (including outlines or any write up of the creative) of your project as early in the process as possible, and before commencement of filming, for your Production Counsel to review and for YouTube Clearance to review and approve.
- Any script containing **defamatory content, hate speech, invasion of privacy, disclosure of personally identifiable information** (e.g., actual telephone numbers, social security numbers, home addresses, license plates, etc.) must be removed or approved by Production Counsel and escalated to YouTube Clearance for approval.