

**GILLILAND ASSOCIATES, INC. D/B/A MELNIC CONSULTING GROUP  
("MELNIC")  
COPYRIGHT POLICY**

**Digital Millennium Copyright Act**

1. Melnic is protected under Title II of the Digital Millennium Copyright Act ("DMCA"). As such, Melnic will respond to any allegations of copyright violations in accordance with the DMCA. Below you will find our policies and takedown notices as required by the DMCA. The following applies to any and all copyrights/trademarks and owners of intellectual property interested in utilizing this procedure, as well as service users interested in restoring access to material mistakenly taken down or not used due to a perceived DMCA violation or infringement of a third party's intellectual property rights.

Melnic will follow the procedures provided in the DMCA to properly enforce rights of copyright holders. When a proper DMCA notification is received by the designated DMCA Agent, or an administrator becomes otherwise aware that copyright rights are infringed, we will remove or disable access to infringing materials as soon as possible. Melnic will not necessarily send a confirmation regarding the removal/disabling.

2. If you are a copyright owner or an agent thereof and believe that any other submission made by another user to the Site or services or other content infringes upon your copyrights, you may submit a notification pursuant to the Digital Millennium Copyright Act by providing our Copyright Agent with the following information in writing (see 17 U.S.C. § 512I(3) for further detail):
  - a. A physical or electronic signature of a person authorized to act on behalf of the owner of an exclusive right that is allegedly infringed;
  - b. Identification of the copyrighted work claimed to have been infringed, or, if multiple copyrighted works at a single online site are covered by a single notification, a representative list of such works at that site;
  - c. Identification of the material that is claimed to be infringing or to be the subject of infringing activity and that is to be removed or access to which is to be disabled and information reasonably sufficient to permit the service provider to locate the material;
  - d. Information reasonably sufficient to permit the service provider to contact you, such as an address, telephone number, and, if available, an electronic mail;
  - e. A statement that you have a good faith belief that use of the material in the manner complained of is not authorized by the copyright owner, its agent, or the law; and

- f. A statement that the information in the notification is accurate, and under penalty of perjury, that you are authorized to act on behalf of the owner of an exclusive right that is allegedly infringed.

**Agent.** Melnic's designated Copyright Agent to receive notifications of claimed infringement may be contacted through  
Haynes and Boone, LLP  
Jason P. Bloom  
Partner  
jason.bloom@haynesboone.com

2323 Victory Avenue  
Suite 700  
Dallas, TX 75219-7672

(t) 214.651.5655  
(f) 214.200.0396  
(m) 214.208.3181

3. For clarity, only DMCA notices should go to the Copyright Agent; any other feedback, comments, reports of abuse, requests for technical support, and other communications should be directed to Melnic customer service through [jill@melnic.com](mailto:jill@melnic.com). You acknowledge that if you fail to comply with all the requirements of this Section your DMCA notice may not be valid.
4. **Counter-Notice.** If you believe that any materials information, products or goods submitted by you to Melnic that was or were removed (or to which access was disabled) is not infringing, or that you have the authorization from the copyright owner, the copyright owner's agent, or pursuant to the law, to post and use the content in your Advertising Assets, you may send a counter-notice containing the following information to the Copyright Agent:
  - a. Your physical or electronic signature;
  - b. Identification of the content that has been removed or to which access has been disabled and the location at which the content appeared before it was removed or disabled;
  - c. A statement that you have a good faith belief that the content was removed or disabled as a result of mistake or a misidentification of the content; and
  - d. Your name, address, telephone number, and e-mail address, a statement that you consent to the jurisdiction of San Francisco, California, and a statement that you will accept service of process from the person who provided notification of the alleged infringement.

If a counter-notice is received by the Copyright Agent, Melnic may send a copy of the counter-notice to the original complaining party informing that person that it may replace the removed content or cease disabling it in 10 business days. Unless the copyright owner files an action seeking a court order against the content provider, member or user, the removed content may be replaced, or access to it restored, in 10 to 14 business days or more after receipt of the counter-notice, at Melnic's sole discretion.

We will act on all abuse reports and confront offending users. Users found to be guilty of this Agreement or any patent, copyright or trademark infringement will either receive a warning or will be prohibited from further using the Site, with sole discretion as to handling of the infraction remaining with us.