

### **Instructions for using the FSU Copyright Transfer Addendum:**

1. Sign and date the author addendum.
2. Sign and date the publication agreement. Directly below your signature, add “Subject to attached Addendum.”
3. Scan the signed publication agreement and addendum and save as a single PDF file.
4. Reply to the publisher with the combined PDF as an attachment.
5. Suggested language for your reply to the publisher:
  1. Thank you for sending this publication agreement. I have some reservations about consenting to the agreement as written. Specifically, the agreement does not explicitly grant me the right to post the accepted manuscript version of my article (i.e., the version post peer-review, but before publisher copy-editing and type-setting) in my institution’s open access repository. Since I would like to retain this right, I have signed and attached an author addendum that modifies and supplements the terms outlined in the publication agreement. Please review the addendum and let me know if you are comfortable with the terms outlined therein. Thanks very much for your time and consideration, and let me know if you have any questions or concerns.
6. There is no need for the publisher to countersign the addendum: if they publish the article without countersigning, the act of publication manifests the publisher’s assent to the terms of the addendum.
7. Contact [lib-support@fsu.edu](mailto:lib-support@fsu.edu) if you have any questions.