Recording publication and copyright dates in Polaris bibliographic records for books

*Best practice: this proposed SHARE cataloging standard is pending final vote by the SHARE membership. It is considered a best practice to be followed until the approval process is complete.*

The following guidelines should be used to record publication and copyright dates in Polaris records for books. Each example also provides appropriate coding of related fixed field elements.

If the resource has a publication date and a copyright date that are the same, record the publication date only.

**Example:**

```
Fixed field elements: DtSt (Type of date): s  Date 1: 2020
```

If the resource has a publication date and a copyright date that are different, record the publication date in 264 _1 ǂc and add 264 _4 ǂc with the copyright date.

**Example:**

```
264 _4 ǂc©2019
Fixed field elements: DtSt (Type of date): t  Date 1: 2020  Date 2: 2019
```

If the resource has no publication date but has a copyright date, record the copyright date as an implied publication date in 264 _1 ǂc and add 264 _4 ǂc with the copyright date.

**Example:**

```
264 _1 ǂaNew York : ǂbRandom House, ǂc[2020]
264 _4 ǂc©2020
Fixed field elements: DtSt (Type of date): t  Date 1: 2020  Date 2: 2020
```

Note that 264 _1 ǂc ends in a period when recording a publication date, and ends in ) when recording an implied publication date.

There is no ending punctuation after a copyright date in 264 _4 ǂc.

These edits should be done to all records being imported into Polaris. It is optional to save these edits to OCLC master records.