

TRADEMARK/SERVICE MARK APPLICATION INFORMATION WORKSHEET

The following information is to be completed after search results have been evaluated:

1. Name of the Mark to be Registered:
2. Description of Goods and/or services (must be very specific):

3. Date of First Use (must be a bona fide commercial use):

- a) Date of First Use of Mark: Month Day Year
 _____/_____/_____
- b) Date of First Use of Mark in Interstate Commerce: Month Day Year
 _____/_____/_____

*(in order to register a mark on the federal level, mark must be in use in more than one state. If mark has not been used as of the filing date of the application, may file based upon “INTENT TO USE”; however, applicant MUST show use before registration certificate will be issued).

4. Name and Address of Applicant (if applicant is a corporation, MUST also indicate State of incorporation, if applicant is an individual, MUST also indicate citizenship):

5. Name and Title of Individual who will sign application (An officer or managing agent must sign on behalf of a corporation; a manager or member must sign for an L.L.C; a general partner must sign for a partnership):

Name: _____ Title: _____

6. Methods of Use of the Mark

- labels, tags, packaging materials (specimens for “goods”)
- advertisements, promotional materials (specimens for service)

*MUST SUBMIT four (4) specimens of the mark indicating actual use.

7. Indicate whether you desire that the mark be rendered to exact specifications via a drawing*:

- Yes (please submit exact design desired)
- No

*Final page of the Application is a “drawing” of the mark itself. If mark to be registered is a word(s) only, it will be typewritten in capital letters on the drawing page. However, if mark to be registered consists of a design, that design MUST be rendered in Black and White (no colors/grays/shadings).