

IMPORTANT PATENT/ INVENTION DATES QUESTIONNAIRE
Confidential -

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Title of invention:
Docket no.
Inventors:

1. CONCEPTION

Date invention was conceived: _____

Is the conception idea and date documented and signed by witnesses? Please attach a copy.

Documentation date: Date of documentation of the invention that may be clear enough to enable a person skilled in the art to practice the invention: _____

2. ACTUAL REDUCTION TO PRACTICE (e.g., actual prototype made)

Date model made _____

Is this documented and witnessed? _____

Date of documents that may enable a person skilled in the art to practice the invention as built:

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3. PUBLIC USE/KNOWLEDGE, ON SALE/OFFER FOR SALE, AND/OR ANY COMMERCIAL USE

Q. Has the invention been: (please add comments and dates - use separate paper if needed - give details - to whom)

	Yes What Date?	No
• disclosed to anyone who is not an employee of the company? (was a non-disclosure agreement used ? _____)		
• tested by anyone who is not an employee of the company? (was a of non-disclosure agreement used? _____)		
• sold or offered for sale?		
• used for any commercial purpose? (include any trade secret use)		
• published anywhere outside the company in any form paper, website, presentation, etc.		
• disclosed in a patent application or another invention disclosure (provisional or regular non-provisional) give details: e.g., file date, SN, etc		
• submitted or plan to be submitted as an abstract, conference presentation, Internet (Web) publication, or in other publication? (give planned publication date, publication, date of submission, date published online, and meeting/journal; include pre-print date)		
• otherwise disclosed anywhere to anyone in any manner whatsoever?		

4. INVENTION IMPLEMENTED IN COMMERCIALLY AVAILABLE PRODUCT

(1) Product in which invention is implemented: _____

(2) Release date to any third parties: _____

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5. OTHER AGREEMENTS

Check Here	Agreement Type	Other parties to agreement, and description of agreement
	License agreement	
	NDA/Confidentiality agreement	
	Collaboration agreement	
	Research agreement	
	Consortia agreement or funding	
	Memorandum of Understanding (MOU)	
	Consulting agreement	
	Agreements with manufacturers, prototype engineering, etc	
	Employment	
	Sub contractor	
	Any Other	

If none, check here _____

Were you under any employer-employee agreements anytime during the conception and reduction to practice of your invention?

Are you aware of any other encumbrance on this invention that is not listed above?

Yes No

Have you formed an LLC or other business entity to develop or market the idea?

If so, please provide details: _____

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6. Patent Filings

Have you filed a patent or provisional patent application in any country? _____

If so, indicate the filing date and Serial No. _____

Do you plan to file patents in any foreign countries? _____

Critical information - bar dates

For a U.S. patent, under [35 USC §102\(b\)](#), you must file a patent application within one year after its disclosure in a printed publication, used in public, sold, or even offered for sale. This is called the U.S. one-year grace period. In addition, for most foreign countries, any public disclosure before filing a patent application will bar you from getting a patent.

It is advisable to file a patent application **before** you disclosure your invention to any third parties, publish in print or on a website, publicly use or offer for sale. Please consult your patent agent or attorney if you plan to or have done any act under [35 USC §102\(b\)](#).

INFORMATION ABOVE PROVIDED BY:

By: (sign) _____ Date: _____

Name Printed: _____

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Name Printed: _____

By: (sign) _____ Date: _____

Name Printed: _____

For more information, see: <http://www.madaypatentlaw.com/>