

**INVENTION DISCLOSURE FORM**

1. Proposed Title of Invention: \_\_\_\_\_
2. Inventor: \_\_\_\_\_  
(First Name) (Middle Initial) (Last Name)
3. Citizenship \_\_\_\_\_  
(Area Code/Telephone No.) (Area Code/Fax No.)
4. Residence Address: \_\_\_\_\_  
(Street) (Apt. #)
- \_\_\_\_\_  
(City) (State) (Zip Code)

**AND/OR**

5. Post Office Address \_\_\_\_\_  
(Box No.) (City) (State) (Zip Code)
6. Conception
- A. Approximate: \_\_\_\_\_  
(When did you first have the idea)
- B. Location: \_\_\_\_\_
- C. Witnesses: \_\_\_\_\_
7. Reduction to Practice
- A. Approximate Date of First Working Model: \_\_\_\_\_
- B. Witnesses who observed model: \_\_\_\_\_
- C. Location of model: \_\_\_\_\_
8. Testing
- A. Approximated Date of First Test: \_\_\_\_\_
- B. Witnesses: \_\_\_\_\_
- C. Location: \_\_\_\_\_
9. Disclosure

This invention has been disclosed to: \_\_\_\_\_ on \_\_\_\_\_  
(name) (date)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(City) (State) (Zip Code)

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10. Government Contracts

Does this invention relate to work performed pursuant to a government contract, if so: state the contract number and title: \_\_\_\_\_

Is this invention being used on a government contract, if so, state the contract number and title:  
\_\_\_\_\_

11. Corroborating Evidence

Identify available materials that could be used to prove the dates of conception and reduction to practice (i.e., a complete and working prototype) of the invention. Include copies of all letters, reports, inventor's notebooks, pictures, sketches, drawings, etc. which corroborates these dates: Provide a sketch of the invention, or clear photographs, to afford an understanding of the structure involved (apply reference numbers to each of the elements of your invention).

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12. Commercialization

If the invention has been commercialized, when was it first produced, advertised, sold or used commercially? (When did you sell it or attempt to sell it for money or other consideration?)

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13. Priority Dates

Are there any related invention disclosures, provisional patents, provision patent applications, utility patent applications, or utility patents relating to this invention, whether in this country or another country. If so, identify the date of the disclosure or filing date of the application.

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16. Provide a sketch of the invention, or clear photographs, to afford an understanding of the structure involved (apply reference numbers to each of the elements of your invention). Attach additional sheets if necessary.



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19. Description of the Invention: Describe your invention in detail.

If your invention is a machine or other device provide a list of parts and assembly instructions. (preferably using reference numerals applied to each of the elements in the drawings or photographs) If your invention is a chemical compound provide a list of chemical ingredients and the process for making the compound. If your invention is a business method or computer program identify and describe each and every step of the method or program from beginning to end. Your description must enable a person of ordinary skill to follow the instructions to build or carry-out your invention, i.e., make it like a cook book recipe. Attach additional sheets if necessary.

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20. For each part and the assembly instruction identified above, identify any and all alternative parts or methods of assembly which will permit your invention to perform substantially the same function, in substantially the same way, to obtain substantially the same result. If your invention is a chemical compound provide a list of alternative chemical ingredients and/or processes for making substantially the same compound. If your invention is a business method or computer program identify each and every alternative step of the method or program from beginning to end which will result in the method or program resulting in substantially the same outcome. Attach additional sheets if necessary.

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21. Additional description and/or other pertinent information which you believe will assist in the performance of a patent search and/or the drafting of your patent application. Attach additional sheets if necessary.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Inventor's Signature