

For your convenience, the following form(s) has been created in a "fillable" pdf format. When using the **full copy** of Adobe Acrobat Versions 4.0 or higher you will be able to complete the form and send via [e-mail to one of our representatives](#). If you are using the Acrobat Reader you will be able to complete the form and print it and fax it back to us @ (973) 669-2399. Please remember that we require a copy of **all** signature pages be signed and faxed and/or mailed to our office. Call us toll free with any questions at 877-396-3501.

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PLEASE COMPLETE THE FOLLOWING:

AREAS OF PRACTICE

1. List the areas of your practice based on gross revenue by showing the percentage for each of the following:

- a. Domestic Patent Prosecution %
- b. Foreign Patent Prosecution %
- c. Intellectual Property Litigation %
- d. Patent Filings and Searchings %
- e. Patent Infringement..... %
- f. Trademark/Copyright Registration & Licensing %
- g. Other (Describe) _____ %

2. Please identify the number of a) attorneys and b) patent agents who are representing client interests before the PTO.

- a) attorneys _____
- b) patent agents _____

Recent Experience of the Applicant's Intellectual Property Lawyers

Please complete the schedule below for all lawyers of the applicant who practice Intellectual Property Law. In the third and fourth columns indicate the number of hours the lawyer has billed on Intellectual Property Law matters during the past twenty-four months. Round to the nearest 50 hours.

Lawyer	# of Years IP Experience	IP Practice Billable Hours Most Recent 12 Months	IP Practice Billable Hours Prior 12 Months

INDUSTRY AREAS

3. Industry Areas. Please provide a breakdown of your intellectual property practice by showing the percentages based on gross revenue derived from intellectual property matters within the following industries:

- a. Biotechnical %
- b. Chemical %
- c. Computer %
- d. Electrical %
- e. Industrial %

- f. Mechanical %
- g. Pharmaceutical %
- e. Other (Describe) _____ %

4. Please indicate the percentage (%) of clients in the past year which fell into the following categories:

- Companies with sales exceeding \$50 million _____ %
- Companies with sales exceeding \$25 million _____ %
- Companies with sales of up to \$25 million _____ %
- Partnerships and/or closely held companies _____ %
- Individual Investors _____ %
- OTHER (Please Describe) _____ %

SEARCHES

- 5. a. When undertaking a patent search, do you require the use of an engagement letter which details the nature, scope and limitations of a proposed patent search? Yes No
- b. 1. For foreign patent filings, is the client made aware of the deadlines for these filings and the requirements necessary to complete the filings? Yes No
- 2. Are foreign partners handled by a separate unit? Yes No
- c. 1. Is your responsibility for payment of annuities, maintenance fees or taxes clearly stated in the engagement letter? Yes No
- 2. If the client is responsible for payment of annuities, maintenance fees or taxes, of if authorization is necessary, are notices of required payments sent well in advance of the due date? Yes No
- 3. Is the system for sending such notices computerized? Yes No
- d. Do you maintain a calendar or docketing system to record, monitor and comply with filing deadlines and other time limitations in connection with securing patents? Yes No
- e. Please describe your procedures to ensure that the client is notified of all such deadlines and other time limitations:

- f. To what extent is foreign patent work performed by you?

- g. Do you engage the services of a third party of carry out patent searches? Yes No
If "Yes", indicated how frequently, under what circumstances and whether third party have own insurance or a hold harmless agreement in place.

- h. When rendering an opinion as to the results of a patent search, do you qualify the opinion in writing with reference to the nature, scope and limitations of the search conducted? Yes No

NOTICE

Applicant understands the information submitted herein becomes a part of the Applicant's Lawyer Professional Liability Insurance Application or Renewal Application and is subject to the same representations and conditions.

Must be signed and dated by an Owner, Partner or Principal as duly authorized on behalf of the Applicant.

 Signature of Owner, Partner or Principal Title Date