



Electronic Trademark Assignment System

Electronic Trademark Assignment System (ETAS)

The Assignment Services Division (ASD) of the Office of Public Records presents the Electronic Trademark Assignment System (ETAS).

Using ETAS, you create and submit a Trademark Assignment Recordation Coversheet by completing on-line web forms and attaching the supporting legal documentation as black and white TIFF or PDF for submission via the Internet.

Assignment information provided by the user will be recorded as provided and will not be verified or modified by the USPTO.

SPECIAL NOTES

All forms filed via ETAS will be marked with an U.S. Eastern Time timestamp when received on the USPTO server. Upon completion of the fee payment process, a Confirmation of Receipt will be displayed and the EST time stamp will then be applied to the submission. The time stamp applied by the ETAS server is the time of official USPTO receipt.

Payments may be made using a credit card, electronic fund transfer (EFT) or through an existing USPTO deposit account. Credit cards accepted are MasterCard, Visa, American Express or Discover.

TECHNICAL REQUIREMENTS

ETAS works with NETSCAPE NAVIGATOR [Version 4.7 or later] or MICROSOFT INTERNET EXPLORER for WINDOWS [Version 4.0 or later]. Supporting documentation attached to the Trademark Assignment Recordation Coversheet must be in TIFF or PDF format, letter size (8.5"x11"), 300 dpi, portrait orientation and black and white.

CONTACT INFORMATION

For general information about electronic filing, please telephone the Assignment Services Division Customer Service Desk at, 571-272-3350 during regular business hours or e-mail your question(s) to ETAS@uspto.gov. If you need help in resolving technical problems, you may also e-mail us at ETAS@uspto.gov. We will respond to your e-mail inquiry within 2 business days. Please include a telephone number in your e-mail.

[PRIVACY POLICY STATEMENT](#)

The information collected on these forms allows the ASD to officially record an assignment. Recorded assignment information will be made public.

The collection of information is required by 15 U.S.C. §§ 1057 and 1060 and is used by public to submit (and by the USPTO to process) trademark assignment recordation requests using the Electronic Trademark Assignment System (ETAS). This collection is estimated to take 30 minutes to complete, including gathering the necessary information, filling out the online forms, and submitting the completed request to the USPTO. Any comments on the amount of time you require to complete this request and/or suggestions for reducing this burden should be sent to the Manager of the Assignment Division, USPTO, P.O. Box 1450, Alexandria, VA 22313-1450.

[Please click here to access ETAS forms](#)

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Electronic Trademark Assignment System

Trademark Assignment Recordation Form

Navigation: - [Guidelines](#)

ETAS v.1.5.1

PTO-1594 (Rev. 10/02)

OMB No. 0651-0027 (Exp. 6/30/2008)

U.S. Patent and Trademark Office; U.S. DEPARTMENT OF COMMERCE

Under the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number.

Guidelines

To file electronically, complete the following steps:

- Fill out all required fields for each input screen.
- [Help instructions](#) are available by clicking on the highlighted term. A new window will open whenever one of these links is clicked.
- When all required forms are completed and the appropriate supporting legal documentation files are attached, a validation screen will appear displaying the information provided. Prior to the payment process a Validation Screen with all of the data will be displayed. If the information displayed is correct, proceed with payment, if the information is incorrect return to the appropriate screen by using the **on-screen** navigation controls.
- Do not use your browser's 'back' and 'forward' buttons to navigate. Use only the navigation controls on the ETAS screens.
- **New feature:**
 - **PDF attachments**
Legal supporting documentation may now be of either a TIFF, or a PDF file. Documents must be black and white. You may attach more than one file in more than one format.
 - **Saved Submission**
When all assignment data screens are completed, prior to proceeding to the payment screen (or submit process - if no fee is due) the current submission can be temporarily saved to a USPTO server. A URL link will be provided via a display on the screen and by email that identifies the link that permits access to the saved submission. To save a submission use the 'Advanced' button on the Validation screen and choose the 'Save Submission' button on the following screen. The URL link is valid for 4 days.
 - **Create Template**
Data from a submission, namely: correspondence information, conveying party(s), receiving party(s) and property(s) can be downloaded to your workstation as a template to re-use in future submissions. To download a template use the 'Advanced' button on the Validation screen and choose the 'Customize Template' button on the following screen.
 - **Using the template**
To start a new assignment filing from the downloaded template, use the 'Start from Template' button shown below on this screen.
- A Confirmation of Receipt (an html attachment) with the ETAS tracking identification number acknowledging receipt of your submission will be displayed to the screen and transmitted via email upon completion of the payment process (when required). Please mark the appropriate check box if you do not wish to receive this email with the attached html receipt. You may also print a copy of this screen for your records.
- Once submitted, the filing will not be cancelled unless the request fails to satisfy the minimum filing requirements.
- You must complete each page and navigate either to the next or the previous page within 30 minutes. If you feel that you cannot complete the page within the 30 minute time frame, [click here to increase this interval](#).

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You are using Netscape 4 or Internet Explorer 4 that does not support <iframe> tag. You must complete this page and navigate either to next or previous page within 30 minutes. Otherwise, data you have entered on this page and all previous pages will be lost.

04/11/2008 05:47 PM EDT

**Electronic Trademark Assignment System**Trademark Assignment Recordation Form
Navigation: [Guides](#) - Conveyance TypeETAS v.1.5.1
PTO-1594 (Rev. 10/02)
OMB No. 0651-0027 (Exp. 6/30/2008)**Conveyance Type****Select nature of conveyance**[Assigns the entire interest and the goodwill](#)[Assignment of an undivided part of assignor's interest](#)[Merger](#)

Effective date:

Format: MM/DD/YYYY

[Nunc Pro Tunc Assignment](#)

Effective date is required for 'Merger' and 'Nunc Pro Tunc' types

[Change Of Name](#)[Security Interest](#)[Corrective Assignment](#)

You must attach a copy of the original coversheet for a corrective assignment

to correct the

Identify what parts of the assignment need to be corrected

previously recorded on Reel:

and Frame:

Assignor(s) hereby confirms the

identify conveyance text of the original assignment

[Mortgage](#)[Lien](#)[License](#)[Option](#)[Decree of Distribution](#)[Letters of Testamentary](#)[Letters of Administration](#)[Court Appointment of Trustee](#)

[Release by Secured Party](#)

[Conditional Assignment](#)

[Other](#)

Enter other conveyance type text here

If the nature of conveyance is an "Assignment", "Merger", "Change of Name", or "Nunc Pro Tunc", you should check the appropriate box above. (change box above to pre-formatted nature of conveyance type) [more...](#)

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04/11/2008 05:48 PM EDT



Conveying Party(ies)

Navigation: - [Guidelines](#) - [General info](#) - Conveyor

Enter conveying party data

<input type="radio"/> Individual	Prefix <input type="text"/>	First Name * <input type="text"/>	Middle Name/Initial <input type="text"/>	Last Name * <input type="text"/>	Suffix <input type="text"/>
<input type="radio"/> Company	Name * <input type="text"/>				
	Type * <input type="radio"/> Corporation <input type="radio"/> Limited Liability Joint Stock Company <input type="radio"/> Partnership <input type="radio"/> Company <input type="radio"/> Joint Venture <input type="radio"/> Limited Partnership <input type="radio"/> Incorporated Association <input type="radio"/> Trustee <input type="radio"/> Joint Stock Company <input type="radio"/> Other <input type="text"/>				
Citizenship	State <input type="text"/>				
	or Country <input type="text"/>				
Formerly	<input type="text"/>				
Date of Execution *	<input type="text"/> Format: MM/DD/YYYY				

Receiving Party



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Electronic Trademark Assignment System **eTAS**

PTO-1594 (Rev. 10/02)
OMB No. 0651-0027 (Exp. 6/30/2005)

Recordation Form Cover Sheet
(Trademarks only)

Receiving Party(ies)

Navigation: - [Guidelines](#) - [General info](#) - [Conveyor](#) - Receiver

Enter receiving party data

<input type="radio"/> Individual	Prefix First Name * <input type="text"/> Middle Name/Initial <input type="text"/> Last Name * <input type="text"/> Suffix <input type="text"/>
<input type="radio"/> Company	Name * <input type="text"/> <input type="radio"/> Corporation <input type="radio"/> Limited Liability Joint Stock Company <input type="radio"/> Partnership <input type="radio"/> Company <input type="radio"/> Joint Venture <input type="radio"/> Limited Partnership Type * <input type="radio"/> Incorporated Association <input type="radio"/> Trustee <input type="radio"/> Joint Stock Company <input type="radio"/> Other <input type="text"/>
Citizenship	State <input type="text"/> or Country <input type="text"/>
Composed Of	<input type="text"/>
<input type="radio"/> Doing Business As <input type="radio"/> Also Known As <input type="radio"/> Trading As	<input type="text"/> (Enter DBA/AKA/TA name here)
Address	Street * <input type="text"/> Internal <input type="text"/> City * <input type="text"/> State * <input type="text"/> <input type="button" value="Switch to non US address"/> Postal code * <input type="text"/>



[Property\(ies\)](#)

Navigation: - [Guidelines](#) - [General info](#) - [Conveyor](#) - [Receiver](#) - Property

Enter property number one at a time using registration number for a registered US trademark or a serial number for a pending US application.

If you would like to paste a list of properties to the form, [click here](#)

Serial number	<input type="text"/>	<input type="button" value="Add"/>
-------------------------------	----------------------	------------------------------------

Registration number	<input type="text"/>	<input type="button" value="Add"/>
-------------------------------------	----------------------	------------------------------------

<input type="button" value="Back"/>	<input type="button" value="Cancel"/>
-------------------------------------	---------------------------------------



Property(ies)

Navigation: - [Guidelines](#) - [General info](#) - [Conveyor](#) - [Receiver](#) - Property - [Bulk](#)

Enter property number one at a time using registration number for a registered US trademark or a serial number for a pending US application.

If you would like to paste a list of properties to the form, [click here](#)

Serial number	<input type="text"/>	<input type="button" value="Add"/>
-------------------------------	----------------------	------------------------------------

Registration number	<input type="text" value="0968690"/>	<input type="button" value="Add"/>
-------------------------------------	--------------------------------------	------------------------------------

<input type="button" value="Back"/>	<input type="button" value="Cancel"/>
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Properties (Bulk)

Navigation: - [Guidelines](#) - [General info](#) - [Conveyor](#) - [Receiver](#) - [Property](#) - Bulk

Type or paste a list of property numbers in the boxes below. Do not include commas or other separators within the serial or registration number. Separate multiple property numbers with a space(s), comma or a new line. A slash or a hyphen within the serial number will be ignored.

To return to the previous "Property(s)" screen, [click here](#)

Note: Enter either serial number or registration number for each property, but not both

Serial numbers

Registration numbers

Add Properties

Back

Cancel

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Electronic Trademark Assignment System **eTAS**

PTO-1594 (Rev. 10/02) Recordation Form Cover Sheet
OMB No. 0651-0027 (Exp. 6/30/2005) (Trademarks only)

Image Attachments

Navigation: - [Guidelines](#) - [General info](#) - [Conveyor](#) - [Receiver](#) - [Property](#) - [Bulk](#) - Attachments

Attach required legal documents

Document pages must be in TIFF image format, single page, letter size (8.5"x11"), 300 dpi, portrait orientation, black and white with black text on white background.

To attach an image file click the "Browse" button and select a TIFF file. Then click the "Attach" button to transmit the file to ETAS.

A thumbnail image will appear on the screen when the file is successfully attached.

Begin Payment Process

Validate

Navigation: - [Attachments](#) - [General info](#) - [Conveyor](#) - [Receiver](#) - [Property](#) - [Validate](#)

All data entered on the previous screens are displayed below. Check the data carefully. If you find any errors, go back to the appropriate screen and correct. Otherwise, hit next button to proceed with payment

TRADEMARK ASSIGNMENT

Electronic Version v1.1
Stylesheet Version v1.1

SUBMISSION TYPE:	NEW ASSIGNMENT
NATURE OF CONVEYANCE:	ASSIGNS THE ENTIRE INTEREST AND THE GOODWILL

CONVEYING PARTY DATA

Name	Formerly	Execution Date	Entity Type
Daniel Green Enterprises, Inc		02/26/2004	CORPORATION: TENNESSEE

RECEIVING PARTY DATA

Name:	Elan-Polo, Inc.
Street Address:	630 Melrose Avenue
City:	Nashville
State/Country:	TENNESSEE
Postal Code:	37211-2161
Entity Type:	CORPORATION: TENNESSEE

PROPERTY NUMBERS Total: 1

Property Type	Number	Word Mark
Registration Number:	0968690	HIDE-AWAYS

CORRESPONDENCE DATA

Fax Number: (931)555-1212
Correspondence will be sent via US Mail when the fax attempt is unsuccessful.
Email: bohvr@bellsouth.net
Correspondent Name: Daniel Green Enterprises Inc.
Address Line 1: 630 Melrose Avenue
Address Line 4: Nashville, TENNESSEE 37211-2161

NAME OF SUBMITTER: Fred B. Hunt, Jr.

Total Attachments: 1
source=term and rel Citizens-page1#page1.tif

Fee calculated, according to [USPTO FY2004 fee table](#)

Description	Fee code	Fee code amount	Quantity	Fee
Recording trademark assignment, agreement or other paper, first mark per document	8521	40.00	1	\$40.00
Total				\$40.00

[Go to Payment screen](#)

[Back](#)

[Cancel](#)