

**PTRCs Statistics Input Worksheet**  
**Quarterly Reporting Period: October, November, December 2011**

Name of library \_\_\_\_\_  
Name of approving submitter \_\_\_\_\_  
E-mail address of approving submitter \_\_\_\_\_  
Phone number of approving submitter \_\_\_\_\_

**Which of the following best describes your library type? *Please select only one***

**Academic:** \_\_\_\_\_  
**State Government:** \_\_\_\_\_  
**Public:** \_\_\_\_\_  
**Special:** \_\_\_\_\_

## Direct Support to Patent and Trademark Customers

**1. What is the total number of one-on-one patent and trademark customer assistance and number of customers attending classes/programs quarterly?**

Number of walk in customers: \_\_\_\_\_  
Number of e-mail customers: \_\_\_\_\_  
Number of phone customers: \_\_\_\_\_  
Number of training classes/programs (either at your library or another location): \_\_\_\_\_  
Number of people attending training classes/programs  
(either at your library or another location): \_\_\_\_\_

**2. What is the number of patent and trademark customers assisted using PTRC web pages?**

This number should include customers that used your library's PTRC web pages for patent and trademark information including on-line tutorials. This number can be derived from number of hits on your library's web pages.

\_\_\_\_\_

**3. Indicate the level of full-time equivalent (FTE) staff that support your library's patent and trademark operations. Please also include volunteers.**

\_\_\_\_\_

## Customer Outreach

**4. Number and kinds of special outreach.** Please list here and estimate attendance at special community outreach events you take part in that promote patents and trademarks such as school inventive project judging, marketing to businesses, special fairs, invention conventions and other outreach events.

**Name of Event**

**Estimated Attendance**