



United States Patent and Trademark Office

Trademark Electronic Application System - TEAS Application



PTO Form 1960 (Rev 9/07)

OMB No. 0651-0050 (Exp. 4/30/2009 )

## Request for Reconsideration after Final Action

TEAS - Version 4.8 : 01/22/2011

### GENERAL FORM INFORMATION:

- **60 MINUTE TIME LIMIT:** This form "times-out" 60 minutes after accessing this page unless you [extend the time limit](#) when the time-out warning appears on screen. To avoid timing out, please have all information ready before starting your session.
- **DO NOT USE YOUR BROWSER BACK/FORWARD BUTTONS:** Use only the navigation buttons at the bottom of each page.
- **REQUIRED FIELDS:** All have an **ASTERISK (\*)**, and the form will not validate if these fields are not filled-out.

**NOTE:** Use this form only to file a Request for Reconsideration after issuance of a final Office action and before the deadline for filing an appeal. The filing of a Request for Reconsideration does **not** extend the time for filing an appeal or other proper response to the final action. 37 C.F.R. §2.64(b). A Notice of Appeal is a different form that you must file separately to preserve your right to appeal the final refusal, if appropriate. See <http://estta.uspto.gov>. If you file a Notice of Appeal concurrently with a Request for Reconsideration, your application will be referred to the Trademark Trial and Appeal Board (TTAB) for processing of the appeal. The TTAB will (1) acknowledge the appeal; (2) suspend further proceedings with respect to the appeal (including the applicant's time to file an appeal brief; and (3) remand the application to the examining attorney for review of the Request for Reconsideration. TMEP §715.04; TBMP §1204.

Also, do **NOT** use this form to respond to any actions mailed after the mark is published and/or registered, because the Intent-to-Use (ITU) and Post-Registration units issue those actions, respectively. To access forms for filing a Statement of Use/

Amendment to Allege Use and/or Request for Extension of Time to File a Statement of Use, [click here](#). A form for responding to Post Registration office actions will be developed in the future.

## **FOLLOW THE 4 STEPS TO ACCESS THE RESPONSE FORM:**

### **STEP 1: CHECK STATUS.**

To use this form, the "Current Status" of your application must be "A Final Action has been mailed (or e-mailed)." [Click here](#) to confirm the status before proceeding. If the application is not in the correct status, you must wait until the status is updated (usually 48-72 hours after receiving an e-mail notice that a final Office action has issued). Otherwise, you will receive an error message when you click the "Continue" button at Step 4.

### **STEP 2: ENTER APPLICATION SERIAL NUMBER BELOW OR ACCESS PREVIOUSLY FILLED-OUT/SAVED FORM.**

\* [Serial Number](#):

*(Do not enter serial number if you are accessing your saved form.)*

**OR**

To access **previously-saved data**, use the "Browse/Choose File" button below to access the file from your local drive, and then click the "Continue" button at Step 4. You cannot change your answers to the form wizard questions at Step 3; however, you *can* change data within an existing section(s) of a saved form. To introduce a completely new section, you must start a new form. For further instructions for retrieving your saved data, click [here](#). You must follow these instructions to ensure that you can view your data in the expected editable format.

NOTE: This button should **not** be used to attempt to upload or attach any other file, for example, a specimen image or a foreign registration certificate. For these or any other types of attachments, after answering "Yes" to the appropriate wizard question(s) below, you can then attach the file within the specific part of the form relating to that issue.

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