**JUSTIFICATION FOR NONMATERIAL/NONSUBSTANTIVE CHANGE**

**United States Patent and Trademark Office**

**Submissions Regarding Correspondence and Regarding Attorney Representation (Trademark)**

**OMB Control Number 0651-0056**

**2020**

Background

The United States Patent and Trademark Office (USPTO) administers the Trademark Act, 15 U.S.C. § 1051 *et seq*., which provides for the Federal registration of trademarks, service marks, collective trademarks and service marks, collective membership marks, and certification marks. Individuals and businesses that use, or intend to use, such marks in commerce may file an application to register their marks with the USPTO.

The United States Patent and Trademark Office (USPTO) is submitting this request to for collection 0651-0056 (Submissions Regarding Correspondence and Regarding Attorney Representation (Trademark)) in conjunction with rulemaking RIN 0651-AD15 (Changes to the Trademark Rules of Practice to Mandate Electronic Filing). As a result, the USPTO expects that there will be a reduction of 7 hours in hourly burden and an annual (non-hourly) cost burden decrease of $42.00 as a result of removing the postage costs.

**Changed Details**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **IC Item** | **Current Respondent Numbers** | **Changes in Respondent Numbers** | **Proposed Respondent** | **Current Burden Hours** | **Changes in Burden Hours** | **Proposed Burden Hours** |
| Revocation, Appointment, and/or Change of Address of Attorney/Domestic Representative (Paper) | 150 | -75 | 75 | 26\* | -13 | 13 |
| Revocation, Appointment, and/or Change of Address of Attorney/Domestic Representative (TEAS) | 75,000 | 75 | 75,075 | 6,000 | 6 | 6,006 |
| Request for Withdrawal as Attorney of Record/Update of USPTO's Database After Power of Attorney Ends (Paper) | 18 | -9 | 9 | 5 | -2 | 3 |
| Request for Withdrawal as Attorney of Record/Update of USPTO's Database After Power of Attorney Ends (TEAS) | 9,000 | 9 | 9,009 | 1,800 | 2 | 1802 |
| **Total for collection** | 84,291 | 0 | 84,291 | 7,843 | -7 | 7,836 |

|  |  |  |  |
| --- | --- | --- | --- |
| **IC Item** | **Current Cost** | **Changes in Cost** | **Proposed Cost** |
| Revocation, Appointment, and/or Change of Address of Attorney/Domestic Representative (Paper) | 74.00 | -37.00 | 37.00 |
| Request for Withdrawal as Attorney of Record/Update of USPTO's Database After Power of Attorney Ends (Paper) | 9.00 | -5.00 | 4.00 |
| **Total** |  | -42 |  |

Summary of Changes

The postage costs will be removed from this collection, resulting in a decrease 7 burden hours and of $42.00 to the annual (non-hourly) cost burden.

Changes in Burden

|  |  |  |  |
| --- | --- | --- | --- |
| **Burden Type** | **Currently Approved** | **Proposed Changes** | **New Estimate** |
| Annual Respondent | 84,291 | 0 |   84,291 |
| Annual hour burden  | 7,843 | -7 | 7,836 |
| Annual (non-hourly) cost burden | 83 | -42 | $41.00 |

0651-0056’s revised total burden is as follows:

* 84,291 annual respondents
* 7,836 annual hour burden
* $41 annual (non-hourly) cost burden