

# Web-based Issue Fee Transmittal

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*Quick Start Guide*

*September 25, 2015*



## EFS-Web

# Quick Start Guide

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## Web-based Issue Fee Payment (Web 85b)

UNITED STATES  
PATENT AND TRADEMARK OFFICE

**uspto**

# Web-based Issue Fee Transmittal

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## *Quick Start Guide*



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# Web-based Issue Fee Transmittal

## Quick Start Guide


### 1. Introduction

This Quick Start Guide will provide you with the information you need in order to understand how to file a Web 85b, including a brief overview of the process and screen shots that identify critical aspects of the submission.


The Web 85b option permits a filer to directly input information into EFS-Web in order to file an issue fee payment transmittal form and to pay the issue fee. EFS-Web will automatically generate a PDF version of the Web 85b issue fee transmittal form and submit it in the file of the application. The filer may also directly change the entity status, correspondence address, and fee address when paying the issue fee using the Web 85b option. If the filer changes the entity status, correspondence address, and/or the fee address using the Web 85b option, the Change of Correspondence Address (AIA/122-EFS) form, Fee Address Indication (SB/47-EFS) form, and micro entity status certification form (if appropriate) will be automatically generated, attached to the Web 85b issue fee transmittal form, and submitted in the file of the application. NOTE that the option to directly change the entity status, correspondence address, and/or the fee address is only available via the Web 85b option as an attachment to the Web 85b form. The Web 85b option cannot be used to directly change the entity status, correspondence address, and/or the fee address without filing a Web 85b issue fee transmittal form and paying the issue fee.


**The Web 85b option is currently available ONLY for registered patent practitioners who have filed and have been granted power of attorney in the application in which the issue fee is to be paid.** The Web 85b option is NOT available, however, if a filer with a power of attorney wishes to apply a previously paid issue fee to the current issue fee due AND pays a deficiency by any method other than a deposit account number (e.g., credit card, EFT).

All filers for whom the Web 85b option is not available may file an issue fee payment using the following link: [Documents/Fees](#). The Office intends to expand the availability of the Web 85b to other filers in the future.

Web Based Issue Fee Payment (Web 85b)(only available if POA filed in application) 

The Web 85b option is currently available ONLY for registered patent practitioners who have filed and have been granted power of attorney (POA) in this application. However, the Web 85b option is NOT available if a filer with POA wishes to apply a previously paid issue fee to the current issue fee due AND pay a deficiency by any method other than a deposit account number (e.g., credit card, EFT). All filers for whom the Web 85b option is not available may file an issue fee payment using the following link: [Documents/Fees](#). The Office intends to expand the availability of the Web 85b to other filers in the future.

\*Application Number  (EXAMPLE: 99999999 , 99/999999 or 99/999,999) 

\*Confirmation Number  (EXAMPLE: 1234) 

I certify, in accordance with 37 CFR 1.4(d)(4) that I am an attorney or agent registered to practice before the Patent and Trademark Office who has filed and has been granted power of attorney in this application.

\*Name

\*Registration Number  (EXAMPLE: 12345)

A more comprehensive guide on how to use EFS-Web can be found at the EFS-Web Guidance and Resources page located at: <http://www.uspto.gov/patents-application-process/applying-online/efs-web-guidance-and-resources>

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## *Quick Start Guide*

### **2. Basic Guidelines for Filing a Web-based Issue Fee payment (Web 85b)**

- You must be a registered eFiler.
- You must be able to access EFS-Web.
- The Web 85b is available for applications under the following submission types: Utility (Nonprovisional), Plant, and Designs.
- The Web 85b option is currently available **ONLY** for registered patent practitioners who have filed and have been granted power of attorney in the application.
- All required fields must be completed in order to proceed with the submission. The required fields are indicated with an asterisk.
- Do not attach a PTOL/85b as a PDF if submitting a Web 85b.

# Web-based Issue Fee Transmittal

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**Warning:** EFS-Web sessions will time-out after one hour of inactivity. A Web 85b that has not been submitted or saved after one hour of inactivity will be lost. You will need to login to EFS-Web again and re-enter the information from the start.

### 3. Filing a Web-based Issue Fee Payment (Web 85b)

#### 3.1 Signing-On to EFS-Web

Persons filing the Web-based Issue Fee Transmittal have to sign-on to EFS-Web as a Registered eFiler.

Once you have signed-on to EFS-Web as a Registered eFiler, you will need to certify that you are the certificate holder or working under the authority of the certificate holder. Registered eFilers who authenticate can save “**In-progress**” submissions and return to edit them prior to completing the submission, but any required payment will be due upon filing of the completed submission.

EFS Registered

Registered eFilers  Please Read Announcements

**Certification**

**A submission has not been filed officially at the USPTO until the e-filer executes the Submit function a**  
All items denoted by \* are required.

**Advisory (25SEPT2013)** The After Final Consideration Pilot 2.0 (AFCP 2.0), which had been scheduled to unchanged. [Learn more about AFCP 2.0.](#)

**IMPORTANT:** Please read the [Legal Framework for using EFS-Web](#). For information on the Paperwork Re-written statements under 37 CFR 1.501, please see the [OMB Clearance and PRA Burden Statement page](#).

**Your Digital Certificate has been authenticated - please certify your identity:**

I certify that I am the certificate holder

I certify that I am working under the authority of the certificate holder:

[\\*Main Functions](#)


To submit a new web-based issue fee filing via EFS-Web, select the “**Existing application/patent/proceeding**” radio button under Main Functions. The Web screen will then expand to display additional options. Select the radio button located next to “**eProcessing**” and an additional sub-menu will be displayed. From the presented options, select the “**Web-based Issue Fee Payment (Web 85b)(only available if POA filed in application)**” option, enter the required information, and click continue.

# Web-based Issue Fee Transmittal

## Quick Start Guide

\*Main Functions

New application/proceeding  
(This includes new filings of continuation, divisional, continuation-in-part and re-issue applications, as well as reexamination and supplemental examination proceedings. A request for continued (RCE) and continued prosecution application (CPA) are considered existing documents and must be filed as a registered eFiler.)

Existing application/patent/proceeding 


Select Type of Submission for Existing Application/Proceeding

Documents/Fees for an existing application/proceeding (applicant/representative only)  
(A request for continued examination (RCE) and continued prosecution application (CPA) are considered existing documents)


ePetition (for automatic processing and immediate grant, if all petition requirements are met)


eProcessing (Electronic Terminal Disclaimer and other requests for automatic processing)

eTerminal Disclaimer (for automatic processing and immediate approval, if all requirements are met)

Web Based Issue Fee Payment (Web 85b)(only available if POA filed in application) 

The Web 85b option is currently available ONLY for registered patent practitioners who have filed and have been granted power of attorney (POA) in this application. However, the Web 85b option is NOT available if a filer with POA wishes to apply a previously paid issue fee to the current issue fee due AND pay a deficiency by any method other than a deposit account number (e.g., credit card, EFT). All filers for whom the Web 85b option is not available may file an issue fee payment using the following link: [Documents/Fees](#). The Office intends to expand the availability of the Web 85b to other filers in the future.

\*Application Number  (EXAMPLE: 99999999 , 99/999999 or 99/999,999) 

\*Confirmation Number  (EXAMPLE: 1234) 

I certify, in accordance with 37 CFR 1.4(d)(4) that I am an attorney or agent registered to practice before the Patent and Trademark Office who has filed and has been granted power of attorney in this application.

\*Name


\*Registration Number  (EXAMPLE: 12345)

## 3.2 Entering Data for a Web-based Issue Fee Transmittal

On the “**Application Data/Issue Fee Transmittal**” page, the user will have a chance to verify the Notice of Allowance information displayed near the top of the page. All data should match that of the mailed Notice of Allowance from the USPTO.

EFS Registered

Registered eFilers  Please Read Announcements Application Data Attach Documents Review Documents Calculate Fees Confirm & Submit Pay Fees Receipt

**Web 85b Issue Fee Transmittal Form** 

Please review and verify all of the information provided in the form below is correct before submitting.

A submission has not been filed officially at the USPTO until the e-filer executes the Submit function and the documents are received at the USPTO. The Acknowledgement Receipt is evidence of this submission.

\*...indicates required field

<b>Application Number</b>	12345678	<b>Confirmation Number</b>	9876
<b>Application Type</b>	Utility under 35 USC 111(a)	<b>Filing Date</b>	09-Sep-2013
<b>Application Filed By</b>	John Attorney		
<b>Attorney Docket Number</b>	57256		
<b>Title of Invention</b>	New Web 85b Filing		
<b>First Named Inventor</b>	Joe Inventor	<b>Payment Due Date</b>	28-Apr-2014
<b>Examiner</b>	Jane Examiner	<b>NOA Mailing Date</b>	03-Nov-2014
<b>Art Unit</b>	1656		
<b>Class-subclass</b>	199000	<b>Entity Status</b>	Small
<b>Customer Number</b>	999999	<b>Issue Fee Due</b>	\$480
<b>Correspondence Address</b>	Attorney & Attorney IP LAW 1234 Main Street City, State 55555 (555) 555-5555	<b>Publication Fee Due</b>	\$0
		<b>Total Fee Due</b>	\$480
		<b>Previously Paid Fee</b>	\$480



# Web-based Issue Fee Transmittal

## Quick Start Guide

After reviewing and verifying all provided information, the user may update, modify, and/or change the following sections on the Web 85b Issue Fee Transmittal form:

- Update Correspondence Address
  - Use current Correspondence Address
  - Use a different Customer Number
  - Enter a new Correspondence Address
- Update Fee Address
  - Use current Fee Address
  - Use a different Customer Number
- Update Entity Status
  - Use current Entity Status
  - Select new Entity Status
- Firm and/or Attorney Names to be Printed on the Patent
  - Option 1
  - Option 2
- Assignee Name and Residence Data to be Printed on the Patent
- Signature

### 3.2.1 Update Correspondence Address

Users have the option to update the correspondence address during the Web 85b filing. If no update to the correspondence address is needed, the user will indicate this on the Web 85b as well.

#### Use Current Correspondence Address

If no change to the correspondence address is needed, select “**Use current Correspondence Address**” from the drop-down menu. The current correspondence address will be selected and displayed by default on the Web 85b Issue Fee Transmittal form.

**Update Correspondence Address**

You may use the current Correspondence Address or if you need to update or change the address, select an option below.  
See 37 CFR 1.33 - Change of Correspondence Address

**Address Option**

**Customer Number** 66880

**Correspondence Address**  
Mary Small  
November 8, 2014 testing  
600 Dulaney Street  
MAD EAST 8th floor  
Smallville ITs SPRING today, US 22202  
UNITED STATES  
571-555-4321  
PAIR@uspto.gov

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## Quick Start Guide

### Use a Different Customer Number

To update the Correspondence Address using a Customer Number, select “**Use a different Customer Number**” from the drop-down menu. Type the new Customer Number in the “**New Customer Number**” field, and click the “**Show Address**” button to retrieve and display the postal address associated to the entered Customer Number. Pressing the spacebar while your cursor is in the “**New Customer Number**” field will provide a list of all Customer Numbers associated to the attorney’s PKI certificate used to login to EFS-Web.

**NOTE:** Once the “**Use a different Customer Number**” option is selected, the “**New Customer Number**” field will appear as a required field. Required fields are indicated by an asterisk and must be completed in order to continue with the submission.

**Update Correspondence Address**

You may use the current Correspondence Address or if you need to update or change the address, select an option below.  
See 37 CFR 1.33 - Change of Correspondence Address

**Address Option** Use a different Customer Number

**\* New Customer Number**  Show Address

Enter a Customer Number to lookup its associated address or press your keyboard **spacebar** to see a list of Customer Numbers associated with the PKI account.

**New Correspondence Address** -

### Enter a New Correspondence Address

To update the Correspondence Address using a Physical/Postal Address, select the “**Enter a new Correspondence Address**” option from the drop-down menu. The user would then need to manually key in the new correspondence address. **NOTE:** The following fields are required and indicated by an asterisk when manually entering a correspondence address:

- Name 1
- Street Address 1
- City
- Country

Of course, if the correspondence address is an address within the United States, the State field must also be completed, as appropriate.



# Web-based Issue Fee Transmittal

## Quick Start Guide

### Update Correspondence Address

You may use the current Correspondence Address or if you need to update or change the address, select an option below.  
See 37 CFR 1.33 - Change of Correspondence Address

**Address Option**

**New Correspondence Address**

**\* Name 1**

**Name 2**

**\* Street Address 1**

**Street Address 2**

**\* City**

**State**

**\* Country**

**Postal Code**

**Telephone Number**

**Email**

Example: John.Smith@example.com

### 3.2.2 Update Fee Address

Users have the option to update the fee address during the Web 85b filing as well. If no update to the fee address is needed, the user will indicate this on the Web 85b Issue Fee Transmittal form. If no fee address is listed, then there is no fee address of record. Use of a Customer Number is required in order to create a fee address with the USPTO.

#### Use Current Fee Address

If no change to the fee address is needed, select **“Use current Fee Address”** from the drop-down menu. The current fee address will automatically be provided by the system, when applicable.

# Web-based Issue Fee Transmittal

## Quick Start Guide

### Update Fee Address

You may use the current Fee Address or if you need to update or change the address, select an option below.

NOTE: If no fee address is listed, then there is no fee address of record. **Use of a Customer Number is required.**

See 37 CFR 1.363 - Change of Fee Address

Address Option

Use current Fee Address

Customer Number

-

Fee Address

-

### Use a different Customer Number

To update the fee address using a different Customer Number, select “**Use a different Customer Number**” from the drop-down menu. Type the new Customer Number in the “**New Customer Number**” field, and click the “**Show Address**” button to retrieve and display the postal address associated to the entered Customer Number. Pressing the spacebar while your cursor is in the “**New Customer Number**” field will provide a list of all Customer Numbers associated to the attorney’s PKI certificate used to login to EFS-Web.

**NOTE:** Once the “**Use a different Customer Number**” option is selected, the “**New Customer Number**” field will appear as a required field. Required fields are indicated by an asterisk and must be completed in order to continue with the submission.

### Update Fee Address

You may use the current Fee Address or if you need to update or change the address, select an option below.

NOTE: If no fee address is listed, then there is no fee address of record. **Use of a Customer Number is required.**

See 37 CFR 1.363 - Change of Fee Address

Address Option

Use a different Customer Number

\* New Customer Number

Show Address

Enter Customer Number to lookup its associated address or press your keyboard **spacebar** to see a list of Customer Numbers associated with the PKI account.

New Fee Address

-

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## Quick Start Guide

### 3.2.3 Update Entity Status

Users have the option to update the Entity Status during the Web 85b filing. If no update to the Entity Status is needed, the user will indicate this on the Web 85b Issue Fee Transmittal form.

#### Use Current Entity Status

If no change to the entity status is needed, select “**Use current Entity Status**” from the drop-down menu. The current entity status will be provided by the system as the default entry.

**Update Entity Status**

You may use the current Entity Status or if you need to change the status, select an option below.

**Entity Status Option** Use current Entity Status

**Entity Status**  Small

#### Select New Entity Status

To update the entity status, click the drop-down arrow next to “**Entity Status Option**” and select the “**Select new Entity Status**” option. The three (3) entity status options (Undiscounted, Small, and Micro) are displayed when selecting the new entity status. However, the current entity status will be unavailable for selection, since the filer is electing to update the entity status. Select one of the available radio options and subsequent options, when applicable, to indicate the entity status on the Web 85b Issue Fee Transmittal form.

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## Quick Start Guide

### Update Entity Status

You may use the current Entity Status or if you need to change the status, select an option below.

**Entity Status Option**

**New Entity Status**

- Applicant certifying micro entity status. See 37 CFR 1.29.  
*Note: Absent a valid certification of micro entity status, issue fee payment in the micro entity amount will not be accepted at the risk of application abandonment. If this box is checked, you will be prompted to choose a micro entity status on the gross income basis (37 CFR 1.29(a)) or the institution of higher education basis (37 CFR 1.29(d)), and make the applicable certification online.*
- Applicant asserting small entity status. See 37 CFR 1.27.  
*Note: If the application was previously under micro entity status, checking this box will be taken to be a notification of loss of entitlement to micro entity status.*
- Applicant changing to regular undiscounted fee status.  
*Note: Checking this box will be taken to be notification of loss of entitlement to small or micro entity status, as applicable.*

When selecting the new entity status of Micro Entity the user must indicate whether Micro Entity is based on Gross Income or Institution of Higher Education basis. These options are made available in a radio button format.

**Micro Entity Status**

- Gross Income Basis
- Institution of Higher Education Basis

After one of the radio buttons is selected, the associated certification statement(s) are made available for selection along with a required check box certifying the selected statement on the Web 85b Issue Fee Transmittal Form.

### 3.2.4 Firm and/or Attorney Names to be Printed on the Patent

Users have the option of providing the name of a law firm and/or attorney names to print on the patent. This will be made available as two options:

- **Option 1:** List up to 3 registered patent attorneys or agents
- **Option 2:** List a single firm (having as a member a registered attorney or agent) **and** the names of up to 2 registered patent attorneys or agents

Pressing the spacebar while your cursor is in the “**Law Firm**” field will provide the name of the Law Firm associated to the attorney’s PKI certificate used to login to EFS-Web.

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Pressing the spacebar while your cursor is in the “**Attorney or Agent Name**” field will provide a list of attorney and/or agent names who have filed and have been granted power of attorney in the entered application.

**NOTE:** Completing this section of the Web 85b Issue Fee Transmittal form only permits the names provided by the filer to be printed on the patent. **Completing this section does NOT operate as a request to file or to change a power of attorney, and also does not operate as a grant of a power of attorney, for the entered application.**

Firm and/or Attorney Names to be Printed on the Patent	
Please provide the names of the attorneys, agents, or firm that should be printed on the patent front page. If no name is listed, no name will be printed.	
Select <b>one</b> of the following options to provide the names:	
<input checked="" type="radio"/>	<b>Option 1:</b> List up to 3 registered patent attorneys or agents
<input type="radio"/>	<b>Option 2:</b> List a single firm (having as a member a registered attorney or agent) <b>and</b> the names of up to 2 registered patent attorneys or agents
For each text box listed below, enter a name or press your keyboard <b>spacebar</b> to see a list of names associated to the application. All pre-filled names are editable.	
Attorney or Agent Name	<input type="text"/>
Attorney or Agent Name	<input type="text"/>
Attorney or Agent Name	<input type="text"/>

### 3.2.5 Assignee Name and Residence Data to be Printed on the Patent

Users have the option of providing assignee name and residence information to be published with the patent. By default, all recorded assignee information will be pre-filled on the Web 85b Issue Fee Transmittal form. All assignee listings **MUST** be categorized either as an Individual, Government, Corporation, or Other Entity. Click the drop-down arrow under the “**Category**” field to categorize each entry.

Unless an assignee is identified on the Issue Fee Transmittal form, no assignee data will be printed on the patent.

**NOTE:** Completing this section of the Web 85b Issue Fee Transmittal form only permits the assignee information provided by the filer to be printed on the patent. **Completing this section does NOT operate as a request to file and/or record assignments for the entered application.**

# Web-based Issue Fee Transmittal

## Quick Start Guide

**Assignee Name and Residence Data to be Printed on the Patent**

**PLEASE NOTE:**  
Unless an assignee is identified below, no assignee data will appear on the patent. If an assignee is identified below, the document has been filed for recordation as set forth in 37 CFR 3.11. Completion of this web request is NOT a substitute for filing an assignment.

**Total Entries = 2**  
(max. of 50 names)

* Name	City	State	Country	* Category					
Large Corporation	Topeka	KANSAS	UNITED STATES	Corporation	Remove				
Prefix	* First Name	Middle Name	* Last Name	Suffix	City	State	Country	* Category	
	Jim		Assignee		New Delhi	Select...	INDIA	Individual	Remove

[+ Add a New Name](#)

### 3.2.6 Signature

Web-based Issue Fee Transmittal submissions are required to be signed. At the bottom of the “**Application Data/Issue Fee Transmittal**” page, provide a valid S-signature, and complete the Name, Transmission Date, and Registration Number fields. *(Please refer to EFS Web Legal Framework, Section F. Signature Policy.)* The submitter of an Issue Fee Transmittal will be identified but a real party in interest need not be identified. The signature requirement of 37 CFR 1.4 for papers filed in a patent application, which require a person’s signature, applies to Issue Fee Transmittal form submissions.

**NOTE** that by providing an authorized signature, the signer is certifying the following in accordance with 37 CFR 1.4(d)(4):

1. That the signer is an attorney or agent registered to practice before the USPTO, who has filed and has been granted power of attorney in this application; **AND**
2. That this Fee(s) Transmittal form (the Web 85b Issue Fee Transmittal Form) is being transmitted to the USPTO via EFS-Web **on the date indicated below** (i.e., on the date provided by the filer in the signature block).

**Signature**

**NOTE:** The name in the Authorized Signature text box must match that of the Type or Printed Name text box.

**I certify, in accordance with 37 CFR 1.4(d)(4) that I am an attorney or agent registered to practice before the Patent and Trademark Office who has filed and has been granted power of attorney in this application. I also certify that this Fee(s) Transmittal form is being transmitted to the USPTO via EFS-WEB on the date indicated below.**

* Authorized Signature	<input type="text" value="/John Smith/"/>	* Date	<input type="text"/>
	Format: /John Smith/		Format: MM-DD-YYYY
* Typed or printed name	<input type="text" value="John Smith"/>	Registration No.	<input type="text" value="25177"/>

[Privacy Policy](#) [Cancel](#) [Save & Continue](#)

Once you have signed you may proceed to the next screen by clicking “**Save & Continue**”.

## 4. Attach Documents

Once you have provided all of the necessary Issue Fee Transmittal information on the “**Application Data**” screen, a system-generated PDF document will be auto-generated for the



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Issue Fee Transmittal form and the Change of Correspondence and/or Micro Entity form, when applicable.

You may click on the respective PDF hyperlink to preview the system-generated documents. If you need to make any corrections, go back to the “**Application Data**” screen by clicking on the “**Application Data**” tab at the top of the screen. After making any corrections, you must click on the “**Save & Continue**” button located at the bottom of the page to apply any changes.

### **How to Upload Documents:**

Step 1: Click on the “**Browse**” button to search your computer for the document to be uploaded.

Note: it would be beneficial to use a file name representative of the document being uploaded (e.g., “Jones.pdf” for a copy of a document authored by Jones, “Jones\_translation.pdf” for an English language translation of the Jones document, etc.).

Remember that if you wish to file a change of correspondence address or fee address, or update the entity status, the Web 85b option permits the filer to directly input the needed information into the system and generates the appropriate forms. For this reason, these forms do not need to be separately uploaded. The Web 85b option does not permit the filer to separately upload the forms in lieu of directly inputting the information into the system.

Also NOTE that **an Information Disclosure Statement (IDS) may NOT be uploaded and attached to the Web 85b Issue Fee Transmittal form.** The purpose of the Web 85b Issue Fee Transmittal form is to facilitate the filing of an issue fee payment only. The system is not presently capable of accepting fees other than the issue fee, any publication fee, and fees for printed copies of the patent. Because the submission of an Information Disclosure Statement (IDS) with the payment of the issue fee requires a separate fee under 37 CFR 1.97(d), it may not be uploaded with the Web 85b Issue Fee Transmittal form. **An Information Disclosure Statement may, however, be separately filed via EFS-Web on the same day as the transmission of the Web 85b Issue Fee Transmittal form, with the appropriate fee under 37 CFR 1.97(d), using the following link: [Document/Fees](#).**

Because a Web 85b Issue Fee Transmittal form is currently available only to registered patent practitioners who have already filed and been granted a power of attorney in the application, a change of power of attorney may not be uploaded with the Web 85b Issue Fee Transmittal form.

Step 2: Once the document is uploaded, you will need to index it correctly. For the “**Category**” drop down menu select “**EProcessing**” and on the “**Document Description**” drop down menu select the correct document description for the document being filed. The following document descriptions are available:

- Amendment after Notice of Allowance (Rule 312)
- Drawings – only black and white line drawings
- Drawings – other than black and white line drawings
- Oath or Declaration filed
- REQ.SML.ISS

Once the appropriate selections have been made, click on the “**Upload & Validate**” button. You will need to repeat Steps 1 and 2 for each document to be uploaded. Click on the “**Review**” button after all

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documents have been uploaded. If you do not have any required documents to upload, click on the “**Review**” button.

Files to be Submitted <sup>i</sup>	Multi-Doc <sup>i</sup>	Category <sup>i</sup>	Document Description <sup>i</sup>	
Web85b.pdf	NO	EProcessing	Issue Fee Payment (PTO-85B)	
1 <input type="text"/> <input type="button" value="Browse..."/>	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="button" value="View All Categories"/>	<input type="text"/>	<input type="button" value="Delete"/>
Does your PDF file contain multiple documents?				
<input type="button" value="Add File"/>				

## 5. Review Documents

On the “**Review Documents**” screen confirm that all of the necessary documents uploaded properly. If you receive any validation errors you will not be able to proceed to the next screen until the errors are fixed. However, you will be able to proceed to the next screen if you receive any validation warnings.

Once you have uploaded all of the necessary documents for your submission and received no validation errors, click on the “**Continue**” button to advance to the next screen.

**NOTE:** System-generated documents cannot be removed from the “**Web-based Issue Fee Payment**” submission, unless changes are made and saved on the “**Application Data**” page.

To Review a Document, please click on the document name. To add more files please <a href="#">Attach Files</a>					
Validation Status	Files to be Submitted	Multi-Doc PDF	Document Description	Page Count	Size <sup>i</sup>
PASS	<a href="#">Web85b.pdf</a>	NO	Issue Fee Payment (PTO-85B)	2	45968 bytes
◆ No validation errors found.					
PASS	<a href="#">Test Document.pdf</a>	NO	REQ.SML.ISS	1	10513 bytes <input type="button" value="Remove"/>
◆ No validation errors found.					
<input type="button" value="Privacy Policy"/> <input type="button" value="Cancel"/> <input type="button" value="Attach Files"/> <input type="button" value="Revalidate"/> <input type="button" value="Continue"/>					
◆ No Error(s) ▲ Warning(s) ▼ Error(s) found					

# Web-based Issue Fee Transmittal

## Quick Start Guide

### 6. Calculate Fees

#### Fee Calculator

On the “**Calculate Fees**” screen, the required fees are automatically displayed and calculated.

Below is an example of the fees calculated for a small entity utility application.

The screenshot shows the EFS Registered interface with a navigation bar containing buttons: Registered eFilers, Please Read Announcements, Application Data, Attach Documents, Review Documents, Calculate Fees, Confirm & Submit, Pay Fees, and Receipt. Below the navigation bar, there is a red warning message: "Paying deficiencies by any method other than Deposit Account" and a disclaimer. The main section is titled "Calculate Fees" and contains a message: "A submission has not been filed officially at the USPTO until the e-filer executes the Submit function and the documents are received at the USPTO Eastern Time. The Acknowledgment Receipt is evidence of this submission." Below this is the "Fee Calculator" section. It shows "Entity Status: Small" and a table of fees:

Description	Fee Code	Quantity	Fee Amount	Total
Utility Appl issue fee	2501		\$480	\$ 480
Publ. Fee- early, voluntary, or normal	1504		\$0	\$ 0
Printed copy of patent - no color	8001	<input type="text" value="0"/>	\$3	\$ 0
<b>Total Fees Due:</b>				<b>\$ 480</b>

Fees are dynamically generated based on the application type and entity status asserted. With the Web 85b submission type, the following fees are available for calculation:

- Issue Fee
- Publication Fee
- Advance Order # of Copies

The current entity status is displayed in the top left corner of the Fee Calculator.

#### Optional Fee Authorizations

There are three (3) optional fee authorization choices. The first two options are available if there is a previously paid issue fee for the entered application. The third option, if desired, is available for all filers of the Web 85b Issue Fee Transmittal form.

NOTE that the Web 85b option is NOT available if a filer with a power of attorney wishes to apply a previously paid issue fee to the current issue fee due AND pay a deficiency by any method other than a deposit account number (e.g., credit card, EFT). In such a case, the filer may file an issue fee payment by filing a follow-on submission with a PTOL/85b attachment under the EFS-Web option “Existing application/patents/proceeding>Documents/Fees for an existing application/proceeding.”

# Web-based Issue Fee Transmittal


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## Quick Start Guide

When a previously paid issue fee is found in the application, a two part notification is displayed:

- The first part informs the user that a previously paid issue fee was found, and the amount retrieved
- The second part informs the user that **the previously paid issue fee will be forfeited by the user if not applied to the current issue fee due.**

### Fee Authorization

 A previously paid issue fee in the amount of **\$480** was found in this application.  
**Previously paid fees are non-refundable and will be forfeited if not applied to the current issue fee due.**

If the filer elects to apply a previously paid issue fee to the current issue fee due, the system will generate the Web 85b Issue Fee Transmittal form, and will submit it to the appropriate Office officials for manual processing. Receipt of the Web 85b Issue Fee Transmittal form will be automatically acknowledged, but payment of the issue fee amount will not be acknowledged automatically. The Calculate Fee(s) screen will not display an issue fee amount, since the issue fee amount has been previously paid and would not be included in the calculation.

The three (3) optional Fee Authorization options and descriptions are provided below:

**Option 1:** Authorizes the USPTO to apply the previously issue paid fee to the current issue fee due. This option is made available when a previously paid issue fee is detected in the application, which is at least equal to the current issue fee due.

**Option 2:** Authorizes the USPTO to apply the previously paid issue fee to the current issue fee due, and allows for entry of an USPTO Deposit Account number to cover any deficiency caused by, for example, a difference between the previously paid issue fee and the current issue fee due. This option is made available when a previously paid issue fee is detected in the application.

**Option 3:** Authorizes the USPTO to charge any deficiency, or credit any overpayment, to the provided Deposit Account Number, **if payment of an issue fee amount is submitted with the form, but in addition, there is a discrepancy in any amount(s) due. Checking this box and providing a deposit account number, alone, will NOT be effective to satisfy full payment of the fee(s) due. The filer must submit payment of an issue fee amount with this form and, if desired, may additionally check this box and provide a deposit account number to cover discrepancies in any amount(s) due.** This option is always made available.

# Web-based Issue Fee Transmittal

## Quick Start Guide

**Fee Authorization**

**⚠** A previously paid issue fee in the amount of **\$480** was found in this application.  
**Previously paid fees are non-refundable and will be forfeited if not applied to the current issue fee due.**

I authorize USPTO to apply my previously paid issue fee of **\$480** to the current fees due

The Director is hereby authorized to apply my previously paid issue fee to the current fee due and to charge deficient fees to Deposit Account Number

If **in addition to** the payment of the issue fee amount submitted with this form, there are any discrepancies in any amount(s) due, the Director is authorized to charge any deficiency, or credit any overpayment, to the provided Deposit Account Number. The issue fee must be submitted with this form. **If payment of the issue fee does not accompany this form, checking this box and providing a deposit account number will NOT be effective to satisfy full payment of the fee(s) due.**

[Privacy Policy](#)

Click on the “**Continue**” button to proceed to the next screen.

## 7. Confirm & Submit

On the “**Confirm & Submit**” page, you will be presented with a review of the content of the active Issue Fee Transmittal request. This will include all of the updates entered on the “**Application Data**” screen, the fee(s) indicated on the “**Calculate Fees**” screen, as well as any additional documents uploaded on the “**Attach Documents**” screen.

# Web-based Issue Fee Transmittal

## Quick Start Guide

Registered eFilers | Please Read Announcements | Application Data | Attach Documents | Review Documents | Calculate Fees | Confirm & Submit | Pay Fees | Receipt

**Submit Application**

A submission has not been filed officially at the USPTO until the e-filer executes the Submit function and the documents are received at the USPTO Eastern Time. The Acknowledgement Receipt is evidence of this submission.

[Save for Later Submission](#)

**This is the application data associated with your submission.**

Application Number	12345678	Confirmation Number	9876
Application Type	Utility under 35 USC 111(a)	Filing Date	09-Sep-2013
Application Filed By	John Attorney		
Attorney Docket Number	57256		
Title of Invention	New Web 85b Filing		
First Named Inventor	Joe Inventor	Payment Due Date	28-Apr-2014
Examiner	Jane Examiner	NOA Mailing Date	03-Nov-2014
Art Unit	1656		
Class-subclass	199000	Entity Status	Small
Customer Number	999999	Issue Fee Due	\$480
Correspondence Address	Attorney & Attorney IP LAW 1234 Main Street City, State 55555 (555) 555-5555	Publication Fee Due	\$0
		Total Fee Due	\$480
		Previously Paid Fee	\$480

**This is the fee data associated with your submission. If the following amount is incorrect, please edit the [Fee Calculation](#)**

Total Fees Due: \$ 480

**To Review a Document, please click on the document name.**

Note: To review information that has been updated in any document, please click on the document name that appears below.

Sequence	Files to be Submitted	Page Count	Document Description	File Size	Validation Status Message
1	Web85b.pdf ◆ No validation errors found.	2	Issue Fee Payment (PTO-85B)	45241 byte	◆ PASS
2	fee-info.pdf ◆ No validation errors found.	2	Fee Worksheet (SB06)	32382 byte	◆ PASS

[Edit Attached Files](#)

[Privacy Policy](#) | [Save for Later Submission](#) | [Cancel](#) | [Submit](#) Please click Submit only once

To submit your Web-based issue fee transmittal for auto-processing, click the “**Submit**” button.

**If the filer is paying fee(s) associated with the Web 85b online, the “Pay Fee” screens will appear. If the filer is applying a previously paid issue fee to the current fee(s) due, and the filer is not paying any other fees, such as a fee for advanced copies of the patent, or any publication fee due (i.e., there are no fees to be paid online), the filer will receive the Acknowledgement Receipt immediately upon clicking Submit.**

## 8. Paying Fees

On the “**Pay Fees**” screen, you have the option of paying via “**Charge USPTO Deposit Account,**” “**Charge Credit Card,**” or “**Electronic Funds Transfer.**” Select the radio button that coincides with your method of payment. The “**Fee Amount,**” “**Fee Total**” and “**Total Payment**” will be listed on the screen.



# Web-based Issue Fee Transmittal

## Quick Start Guide

To make a payment, click the “**Start online payment process**” button located at the bottom of the screen.

The screenshot shows the 'Review fees and select payment method' screen in the EFS Registered system. The interface includes a navigation bar with buttons for 'Registered eFilers', 'Please Read Announcements', 'Application Data', 'Attach Documents', 'Review Documents', 'Calculate Fees', 'Confirm & Submit', 'Pay Fees', and 'Receipt'. A progress indicator shows 'review fees' as the current step, followed by 'make payment' and 'fee receipt'. A red warning message states: 'Your Acknowledgement Receipt (evidence of this submission) will be provided upon completion of this payment transaction.'

**This is the application for which you are paying fees.**

EFS ID	1303459
Application Number	12345678
Confirmation Number	5201
Title of Invention	New Web 85b Filing
First Named Inventor	John Mason
Customer Number or Correspondence Address	999999
Filed By	Joe Attorney
Attorney Docket Number	073082-0425304
Application Type	Utility under 35 USC 111(a)

**The following fees will be collected for this application.**

Fee Description	Fee Code	Quantity	Fee Amount	Fee Total
Utility Appl issue fee	1501	1	960	960
Publ. Fee- early, voluntary, or normal	1504	1	0	0

Total Payment \$ 960

**Select method of payment**

The U.S. Patent and Trademark Office supports Secure Sockets Layer (SSL) for the security of all transactions. Read more... [about the security of your transaction.](#)

- Charge USPTO Deposit Account
- Charge Credit Card
- Electronic Funds Transfer

**Start online payment process**

## 9. Receipt Page

Once you have provided all of the necessary payment information and your payment is processed successfully, you will receive your Acknowledgement Receipt on the “**Receipt**” screen. You may print, email, and/or save the receipt. Registered eFilers will also have the option of viewing the Acknowledgement Receipt under “**My Workplace**” on EFS-Web. The Acknowledgement Receipt displays the details of the submission, such as the file names of the uploaded documents, time stamp, and total amount paid.

**NOTE:** If any fees are paid online, the total amount paid will be listed on the Acknowledgment Receipt. If the filer is applying a previously paid issue fee to the current fee(s) due, the fees will be manually processed. Any previously paid issue fee amount will not be included in the total amount being paid online that is listed on the Acknowledgement Receipt.

# Web-based Issue Fee Transmittal

## Quick Start Guide

EFS Registered

Registered eFilers | Please Read Announcements | Application Data | Attach Documents | Review Documents | Calculate Fees | Confirm & Submit | Pay Fees | Receipt

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### Acknowledgement Receipt

The USPTO has received your submission at **09:48:53 EST** on **16-SEP-2015** by Deposit Account:**888888**.

**Your 85B Issue Fee Transmittal has been accepted.**

\$ **960** fee paid by e-Filed with **BAM** Confirmation Number: 1062.

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### eFiled Application Information

EFS ID	1303459	You may take the following actions: <a href="#">E-mail Receipt Info</a> <a href="#">Print Receipt</a> <a href="#">Save Receipt</a> <a href="#">File Another Application</a> <a href="#">File an Assignment of Ownership</a> <a href="#">Pay Maintenance Fees</a> <a href="#">Access Private PAIR</a>
Application Number	12345678	
Confirmation Number	5201	
Title of Invention	New Web 85b Filing	
First Named Inventor	John Mason	
Customer Number or Correspondence Address	999999	
Filed By	Joe Attorney	
Attorney Docket Number	073082-0425304	
Filing Date	19-SEP-2013	
Receipt Date	16-SEP-2015	
Application Type	Utility under 35 USC 111(a)	

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### Application Details

Submitted Files	Page Count	Document Description	File Size	Warnings
<a href="#">Web85b.pdf</a>	2	Issue Fee Payment (PTO-85B)	45805 bytes	◆ PASS
<a href="#">fee-info.pdf</a>	2	Fee Worksheet (SB06)	32360 bytes	◆ PASS

If you have any questions or concerns regarding filing in EFS-Web, please contact the Patent EBC Monday - Friday, from 6:00 a.m. to 12 Midnight Eastern Time, by email [ebc@uspto.gov](mailto:ebc@uspto.gov) or telephone 866-217-9197.