



# Trademark Electronic Application System

PTO-2301

Approved for use through 03/31/2024. OMB 0651-0054 and 0651-0086  
U.S. Patent and Trademark Office; U.S. DEPARTMENT OF COMMERCE

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## Petition to Director

TEAS - Version 8.0

### GENERAL FORM INFORMATION:

- **TIMEOUT WARNING:** You're required to log back in after 30 minutes of [inactivity](#). This ensures the USPTO complies with [mandatory federal information security standards](#) and protects user information. After 25 minutes of inactivity, you will be prompted to continue your session. If you do not continue within 5 minutes, the session will end, you will be logged out of your USPTO.gov account, and you will lose any unsaved data in the form. Please have all of your information ready before you start.
- **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.

### TO ACCESS THE PETITION FORM:

**STEP 1:** Use this option **ONLY** if a specific TEAS form does not already exist for the purpose of this filing. Please double-check all possible TEAS forms before attempting to proceed.

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

#### \* [Serial/Registration Number](#)

Enter a registration number even if you are petitioning as part of an expungement or reexamination proceeding. :

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

OR

To upload a previously saved form file, first review the [TEAS Help instructions for accessing previously saved data](#) and then use the "Browse..." button below to access the form file saved on your computer. **WARNING:** Failure to follow the TEAS Help instructions will result in the inability to edit your data.

Do **NOT** upload or attach any other file(s) (for example, a specimen or foreign registration certificate) using the button below. You must upload other attachments within the proper section of the actual form, after answering "Yes" to the appropriate wizard question(s) on the next page.

No file chosen

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## Petition to Director

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**CONTACT:**

For **general trademark information or help navigating the forms**, email [TrademarkAssistanceCenter@uspto.gov](mailto:TrademarkAssistanceCenter@uspto.gov), or telephone 1-800-786-9199 (press 1).

*i*

If you need help resolving **technical glitches**, email [TEAS@uspto.gov](mailto:TEAS@uspto.gov). Please include in your email your phone number, serial or registration number, and a screenshot of any error message you may have received.

**Instructions:**

1. Use the **Continue** button at the bottom of each page to move through the form. Fill out all fields for which information is known. Fields with a \* symbol are mandatory and must be completed.
2. Choose a signature method for signing the form on the Signature Page.
3. Review the data you entered by accessing the Input Table on the Validation Page. Confirm that all information is displayed properly. Return to the appropriate section of the form and make any needed corrections before submission of the petition.
4. Click on the **Pay/Submit** button at the bottom of the Validation Page and provide the payment required (if any) to submit the form. When successful you will be navigated to a confirmation screen.
5. An email acknowledging receipt of the submission (a filing receipt) will be sent to the Primary Email Address for Correspondence.

**Status Check:**

The status of the filing is available in the [Trademark Status & Document Retrieval System \(TSDR\)](#) 72 hours after filing.

<b>Registration Number</b>	
<b>Mark</b>	
<b>Owner/Holder Information</b>	
<b>Primary Email Address for Correspondence</b> <small><b>Warning:</b> This is the email address currently of record in the USPTO database. If it is not the email address of either the appointed attorney, if any, otherwise the owner, it must be updated.</small>	
<b>Secondary Email Address(es) for (Courtesy Copies)</b>	

**Updates to the owner's/holder's and appointed attorney's address(es)** can be made within this form. If no attorney is appointed, the owner's/holder's email address is the Primary Email Address for Correspondence

Use this form to update the information above. A current email address must be provided for the trademark owner/holder and the appointed attorney, if any. The **Primary Email Address for Correspondence** is the email address of the attorney, if appointed, if not, the trademark owner/holder. This is the official address for receiving communications from the USPTO. Courtesy email addresses may be provided within this form.

**STEP 3: PROVIDE RESPONSE BELOW.**

\* SELECT THE APPROPRIATE RADIO BUTTON TO INDICATE THE REASON FOR YOUR PETITION.

- Reinstate a cancelled registration and accept a late response to a Post Registration office action
- Issue duplicate registration certificate
- Review decision denying Section 8 or 71 declaration
- Review decision denying Section 7 request
- Expunge or redact information from public view
- Accept a previously submitted and timely filed paper submission
- Problem occurred while using Trademark Electronic Application System (TEAS)
- Problem occurred while making a fee payment (FPNG or Pay.gov related issue)
- Reinstate a registration canceled after termination of an expungement/reexamination proceeding.  
A proceeding number can be selected on the screen where you provide the explanation of your filing.
- Other

Enter explanation:

REVIEW ALL QUESTIONS BELOW AND SELECT THE APPROPRIATE RADIO BUTTONS TO ANSWER YES OR NO.

1. Is a [newly appearing U.S.-licensed attorney](#) filing this form or do you need to update the bar information, email address, street address, phone or fax number for an already appointed attorney?

[Foreign-domiciled owners /holders](#) must have a U.S.-licensed attorney represent them before the USPTO in any application-or registration-related filing. Information about hiring a U.S.-licensed attorney can be found on the USPTO website.

Yes  No

2. Do you need to submit a new or substitute specimen?

Yes  No

3. Do you need to add or delete a miscellaneous statement?

**NOTE:** The miscellaneous statement field includes the ability to attach a file, for example, to provide requested product literature. Do not use this section for attachments where a specific different section for the purpose already exists. This field may also be used to request **DELETION (WITHDRAWAL)** of an additional statement currently of record, for example, a disclaimer (see specific instructions within form).

Yes  No

**STEP 4: ACCESS ACTUAL PETITION FORM.**

Click on the "Continue" button below to access the petition form for entering your information.

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# Trademark Electronic Application System

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## Petition to Director

TEAS - Version 8.0

### EXPLANATION OF FILING

Please indicate the reason for failing to timely respond by using the checkboxes below and provide a statement of the reason for your petition. You must identify the document you are submitting with the petition and include all legal requirements for filing the document. A petition to the Director must include a verified statement of the facts and the relief being requested.

**If you received the Office action and did not timely respond**, you must identify an **extraordinary situation** that prevented you from filing a timely response, both in your explanation of filing and in a PDF or JPG attachment, using the "Click here to here to Enter Explanation of Filing" button. Otherwise the petition will be denied.

If the failure to timely submit a filing was due to **technical problems encountered when making a payment through FNPG or Pay.gov**, your petition must include a statement to that effect and proof of the technical problems (e.g., a screenshot of the error message).

This petition is submitted in connection with: Expungement or Reexamination Proceeding No \_\_\_\_\_

\* Indicate the reason for failing to timely respond to the Office action by checking the appropriate box:

- I did not receive the Office action issued in connection with an expungement or reexamination proceeding.  
 Other. Indicate your reason by clicking the button below to enter your Explanation of Filing.

[Click here to Enter Explanation of Filing](#)

### Attachments

Click on the 'Click here to Attach Evidence' button below to select the file from your computer. Visit the USPTO's website for [information on acceptable file sizes and formats](#).

**Instructions:** Attach **ONLY** supporting evidence here, not your entire petition. Each portion of this form serves a specific purpose for data processing reasons. Failure to follow this instruction will cause significant delays in the processing and review of your filing.

[Attach Evidence](#) 0 file(s) attached

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# Trademark Electronic Application System

## Petition to Director

### Entering your statements of requested relief and facts in support of the petition:

1. In the free-text area below, enter your statements of requested relief and facts in support of the petition. You may either type directly into the box, or cut-and-paste from another document into this box.
2. If your browser version supports the enhanced functionality of this section, you can format your entry, using the various editing keys displayed above the text entry area (for font, size, color, bold, italics, etc.). Do NOT include any html or other programming code or language that may create links within the statement(s) section.
3. If no editing keys are displayed above the text entry box, then your current browser version does not support the enhanced text-editing functionality. You may wish to upgrade to a higher browser level. You may still use the box for entry of your statement(s), but no formatting beyond conventional spacing will be possible. Again, do NOT include any html or other programming code or language that may create links within the explanation section.
4. When you have completed entry of your entire statement(s), click on the **"Save and Return to Form"** button, above the text entry box. Do not use the "X" button within the browser to close the window, as this may delete all entered information. The form will retain any formatting you have used, viewable through the icons on the Validation page upon completion and validation of this form.
5. At the point of final validation, it is critical to confirm that all information is displayed properly immediately before filing, regardless of the appearance of the data at any point earlier in the process. If any previously-entered text or files (e.g., evidence) are now missing, you must re-enter or re-attach before final submission. Otherwise, the USPTO will not receive a complete petition, e.g., if you initially pasted text into the explanation of filing field, but it is now blank, you must paste it in again after final validation but before actual submission or the USPTO will not receive that text at all.

Save and Return to Form

When you have completed entry of your entire explanation below, click on this button. Do not use the "X" button within the browser to close the window, as this may delete all entered information.

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## Petition to Director

TEAS - Version 8.0

### MISCELLANEOUS STATEMENT(S)

Use this field to DELETE (WITHDRAW) a statement previously submitted, e.g., "Please delete the disclaimer currently of record."

- For collective trademark/service mark/membership applications based on Section 1(a), use of the mark in commerce: If you have not previously submitted an acceptable statement indicating your method of control for all identified classes, use the text box below to indicate your method of control (the following format is suggested: the applicant controls the members use of the mark [indicate method of control, e.g., as specified in the applicant's bylaws or other written provisions, etc.]).
- For certification mark applications based on Section 1(a), use of the mark in commerce: If you have not previously submitted an acceptable copy of the applicable certification standards, click on the gray bar below labeled [Click here to Attach/Remove Miscellaneous](#) to attach a copy of the standards that you use to determine whether particular goods or services will, in fact, be certified.
- For all certification mark applications: If you have not previously submitted an acceptable statement of the characteristic(s), standard(s), or feature(s) that is (or will be) certified by the mark for all identified classes, use the text box below to enter a statement of the characteristic(s), standard(s), or other feature(s) that you are (or will be) certifying about the identified goods/services. The following format is suggested: The certification mark, as used or intended to be used by persons authorized by the certifier, certifies or is intended to certify that the goods and/or services provided have [specify].

[Click here to Attach/Remove MISCELLANEOUS](#) 0 file(s) attached

\*Enter miscellaneous statement below:

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### Owner Information

**Instructions:**

Update the mailing address, if needed. The address entered on this page is publicly viewable in the USPTO's [TSDR](#) database and is presumed to be the owner's/holder's domicile.

<p><b>* Owner/Holder</b></p> <input type="text"/> <p><small>[If an individual, use the following format: Last Name, First Name Middle Initial or Name, if applicable]</small></p>					
<p><input type="checkbox"/> DBA (doing business as) <input type="checkbox"/> AKA (also known as)  <input type="checkbox"/> TA (trading as) <input type="checkbox"/> Formerly</p>	<input type="text"/>				
<p><b>* Entity Type</b></p> <p><input type="radio"/> Individual</p> <p><input type="radio"/> Corporation</p> <p><input checked="" type="radio"/> Limited Liability Company</p> <p><input type="radio"/> Partnership</p> <p><input type="radio"/> Limited Partnership</p> <p><input type="radio"/> Joint Venture</p> <p><input type="radio"/> Sole Proprietorship</p> <p><input type="radio"/> Trust</p> <p><input type="radio"/> Estate</p> <p><input type="radio"/> Other</p>	<table border="1"> <tr> <td style="text-align: center;"> <b>State or Country/Region/Jurisdiction/U.S. Territory Where Legally Organized</b> </td> <td>                 If U.S. Company  <input type="text"/> </td> </tr> <tr> <td></td> <td>                 OR                  If non-U.S. Company  <input type="text"/> </td> </tr> </table> <p><small>Note: You may correct an error or omission in the original listing. However, if the State/Country of Incorporation has actually changed, you should file an <a href="#">assignment document form PTO-1594</a>.</small></p>	<b>State or Country/Region/Jurisdiction/U.S. Territory Where Legally Organized</b>	If U.S. Company <input type="text"/>		OR If non-U.S. Company <input type="text"/>
<b>State or Country/Region/Jurisdiction/U.S. Territory Where Legally Organized</b>	If U.S. Company <input type="text"/>				
	OR If non-U.S. Company <input type="text"/>				
<b>Internal Address</b>	<input type="text"/>				
<p><b>* Mailing Address</b>  <small>(Entered address is publicly viewable in the USPTO's <a href="#">TSDR</a> database. This address must be capable of receiving mail and may be your street address, a P.O. box, or a "care of" address.)</small></p>	<input type="text"/> <p><small>NOTE: You must limit your entry here, and for all remaining fields within this overall section, to no more than 40 characters (the storage limit for the USPTO database). You may need to abbreviate some words, e.g., St. instead of Street. Failure to do so may result in an undeliverable address, due to truncation at the 40 character limit.</small></p>				
<b>* City</b>	<input type="text"/> <p><small>NOTE: You must limit your entry here to no more than 22 characters.</small></p>				
<p><b>* State</b>  <small>(Required for U.S. owners/holders only)</small></p>	<input type="text"/> <p><small>NOTE: You must include as part of the "City" entry any information related to geographical regions (e.g., provinces) not found in the dropdown lists for "States" or "Countries." Enter the city and then the geographical region, separated by a comma (e.g., Toronto, Ontario). In most instances, you will then also have to select the country within which the region is found, below.</small></p>				
<b>* Country/Region/Jurisdiction/U.S. Territory</b>	<input type="text"/>				
<p><b>* Zip/Postal Code</b>  <small>(Required for U.S. and certain international addresses)</small></p>	<input type="text"/>				
<p><b>Domicile Address</b>  <small>(Entered address is not publicly viewable in the USPTO's <a href="#">TSDR</a> database unless it is the same as the mailing address. If your mailing address is not your domicile, you must enter the number, street, city, state, country or U.S. territory, and if applicable, zip/postal code of your <a href="#">domicile</a> address. In most cases, a P.O. box, "care of" address, or similar variation is not acceptable as a domicile address.)</small></p>	<input checked="" type="checkbox"/> Uncheck this box if the domicile address and mailing address of the trademark owner/holder are NOT the same. Fields for entering the domicile address will appear.				
<b>Phone Number</b>	<input type="text"/>				
<b>Fax Number</b>	<input type="text"/>				
<p><b>* Email Address</b>  <small>Confirm that the email address is correct before continuing. The owner email address is not publicly viewable in the USPTO's <a href="#">TSDR</a> database.</small></p>	<input type="text"/> <p>The owner/holder is required to provide an email address and keep that address current with the USPTO. If the owner/holder is represented by a U.S.-licensed attorney, only the attorney's email address will be used for correspondence by the USPTO.</p> <p><small>NOTE: The owner/holder or the owner's/holder's attorney acknowledges that he or she is solely responsible for receiving USPTO emails. Additionally, the owner/holder or the owner's/holder's attorney is responsible for periodically checking the status of the application/registration using the <a href="#">Trademark Status &amp; Document Retrieval (TSDR)</a> system. USPTO notices and office actions issued in this application/registration can be viewed online using <a href="#">TSDR</a>. The USPTO is not responsible for any failure to receive a USPTO-issued email due to the receiver's security or anti-spam software, or any problems with the receiver's email system.</small></p>				

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## Petition to Director TEAS - Version 8.0

### FEE INFORMATION

To pay a fee for any of the items that may be listed below in the "Additional Fees" portion, use the pulldown menu in the "Multiplier" column to "activate" that fee choice. Repeat as necessary. The "Overall Total Amount" will reflect all selected "Additional Fees," along with any "Required Fees," if specifically so designated in the form.

Required Fees			
Fee Information	Per	Multiplier	Fee Total
Petition to Director Fee	Per Petition	1 ▼	\$250 \$250
<b>Required Fee Total</b>			<b>\$250</b>

Additional Fees			
Fee Information	Per	Multiplier	Fee Total
Allegation of Use Fee	Number of Classes	0 ▼	\$100 \$0
Additional Fee for Application Not Meeting TEAS Plus Filing Requirements	Number of Classes	0 ▼	\$100 \$0
Additional Fee for Filing Renewal Application During Grace Period	Number of Classes	0 ▼	\$100 \$0
Additional Fee for Filing Section 8 Affidavit During Grace Period	Number of Classes	0 ▼	\$100 \$0
Publication of Mark Under Section 12(c) Fee	Number of Classes	0 ▼	\$100 \$0
Extension Request Fee	Number of Classes	0 ▼	\$125 \$0
Section 15 Affidavit Fee	Number of Classes	0 ▼	\$200 \$0
Section 8 Affidavit Fee	Number of Classes	0 ▼	\$225 \$0
Ex Parte Appeal Fee	Number of Classes	0 ▼	\$225 \$0
Application for Registration Fee	Number of Classes	0 ▼	\$250 \$0
Application for Renewal Fee	Number of Classes	0 ▼	\$300 \$0
Application for Registration Fee	Number of Classes	0 ▼	\$350 \$0
Section 66(a) application Fee	Number of Classes	0 ▼	\$500 \$0
Petition for Cancellation Fee	Number of Classes	0 ▼	\$600 \$0
Notice of Opposition Fee	Number of Classes	0 ▼	\$600 \$0
Divisional Request Fee, Per New Application (File Wrapper) Created	Number of New Applications	0 ▼	\$100 \$0
Additional Processing Fee for Each Payment Refused or Charged Back	Number of Payments Refused or Charged Back	0 ▼	\$50 \$0
Correcting a Deficiency in a Renewal Application Fee	Per Application	0 ▼	\$100 \$0
Correcting a Deficiency in a Section 8 Affidavit Fee	Per Application	0 ▼	\$100 \$0
Issuing New Certificate of Registration Fee	Per Application	0 ▼	\$100 \$0
Certificate of Correction Fee, Registrant's Error	Per Application	0 ▼	\$100 \$0
Filing Disclaimer to Registration Fee	Per Application	0 ▼	\$100 \$0
Filing Amendment to Registration Fee	Per Application	0 ▼	\$100 \$0
Transmitting a request to record an assignment or restriction under §7.23 or §7.24	Per Application	0 ▼	\$100 \$0
Transmitting a subsequent designation under §7.21	Per Application	0 ▼	\$100 \$0
Correcting a deficiency in an affidavit under §71 of the Act	Per Application	0 ▼	\$100 \$0
Filing Amendment to Registration Fee	Per Application	0 ▼	\$100 \$0
Filing a Request for an Extension of Time to File a Notice of Opposition under Section 2.102(c)(3)	Per Application	0 ▼	\$200 \$0
Filing a Request for an Extension of Time to File a Notice of Opposition under §2.102(c)(1)(ii) or (c)(2)	Per Application	0 ▼	\$400 \$0
7.6(a)(1) Certifying an International Application Based on Single Application or Registration	Per Class	0 ▼	\$100 \$0
Filing a notice of replacement under §7.28	Per Class	0 ▼	\$100 \$0
Surcharge for filing affidavit under §71 of the Act during grace period	Per Class	0 ▼	\$100 \$0
7.6(a)(2) Certifying an International Application Based on More than One Basic Application or Registration	Per Class	0 ▼	\$150 \$0
Filing an affidavit under §71 of the Act	Per Class	0 ▼	\$225 \$0
Deletion of any or all goods/services in a class when filing after submission and before acceptance of a Declaration of Use and Excusable Nonuse under Trademark Act Sections 8	Per Class	0 ▼	\$250 \$0
Deletion of any or all goods/services in a class when filing after submission and before acceptance of a Declaration of Use and Excusable Nonuse under Trademark Act Sections 71	Per Class	0 ▼	\$250 \$0
Petition To Revive Partially Abandoned Application Fee	Per Petition	0 ▼	\$150 \$0
Paper Petition	Per Petition	0 ▼	\$350 \$0
Extension filing fee	Per Registration	0 ▼	\$125 \$0
<b>Additional Fee Total</b>			<b>\$0</b>
<b>OVERALL TOTAL AMOUNT</b>			<b>\$250</b>

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## Petition to Director

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### CORRESPONDENCE INFORMATION

To make changes to the **Primary Email Address for Correspondence** below, either

- (1) return to the Owner Information section (if no attorney has been appointed) and enter the change, or
- (2) use the Attorney Information section of the form to enter the change (if an attorney has been appointed).

<a href="#">Name</a>	
<a href="#">Docket/Reference Number</a>	<input type="text"/> <small>NOTE: You must limit your entry here to no more than 12 characters.</small>
<a href="#">Email Address</a>	<p><b>Primary Email Address for Correspondence:</b></p> <p><b>Secondary Email Address(es) (Courtesy Copies):</b></p> <input type="text"/> <small>Enter up to 4 addresses, separated by either a <b>semicolon</b> or a <b>comma</b>.</small>
<p>Only the Primary Email Address for Correspondence is used for official communication by the USPTO. If an attorney has been appointed, the USPTO will correspond ONLY with the appointed attorney; otherwise the USPTO will correspond with the owner/holder. The owner/holder or the appointed attorney must keep this email address current with the USPTO.</p> <p><small>NOTE: I understand that (1) a valid email address must be maintained by the owner/holder and the applicant owner's/holder's attorney, if appointed, for correspondence and (2) all official trademark correspondence must be submitted via the Trademark Electronic Application System (TEAS).</small></p>	

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### DECLARATION SIGNATURE

**When facts are to be proved on petition, the petitioner must submit proof in the form of statements verified with a declaration signed by someone with firsthand knowledge of the facts. Trademark Rule 2.146(c).**

Click to choose ONE [signature method](#):

Sign electronically [directly](#) on this petition form  Email [Text Form](#) to second party for electronic signature  [Handwritten pen-and-ink signature](#)

**NOTE:** To electronically sign this document, enter any alpha/numeric characters (letters/numbers) of **your choosing**, preceded and followed by the forward slash (/) symbol. Most signatories enter their name between the two forward slashes; examples of acceptable "signatures" include: /john doe/; /jd/; or /123-4567/.

The signatory being warned that willful false statements and the like are punishable by fine or imprisonment, or both, under 18 U.S.C. § 1001, and that such willful false statements and the like may jeopardize the validity of the application, submission, or any registration resulting therefrom, declares that the facts set forth above are true; all statements made of his/her own knowledge are true; and all statements made on information and belief are believed to be true.

<p>* <a href="#">Signature</a></p>	<input type="text"/> Examples of acceptable "signatures" include: /john doe/; /jd/; or /123-4567/. <b>NOTE:</b> Must be personally signed by the individual listed in the Signatory's Name field. <a href="#">37 C.F.R. §2.193(a)</a> . The person signing may not enter someone else's signature.	<p>* <a href="#">Date Signed</a></p>	<input type="text"/> (MM/DD/YYYY)
<p>* <a href="#">Signatory's Name</a></p>	<input type="text"/>		
<p>* <a href="#">Signatory's Position</a></p>	<input type="text"/> <b>NOTE:</b> Limit your entry to no more than 150 characters (the storage limit for this field in the USPTO database).  Enter appropriate title or nature of relationship to the owner/holder.  If the signer is - An <b>individual owner/holder</b> , enter "Owner" or "Holder" as appropriate. - <b>Joint individual owners/holders</b> , enter "Owners" or "Holders" as appropriate. - A <b>business entity</b> authorized signatory, enter official title; e.g., "President" (if a corporation), "General Partner" (if a partnership), or "Principal" (if a limited liability company). - A U.S.-licensed <b>attorney</b> , enter "Attorney of record," and if not specified in the application or prior communications, specify at least one state bar admission, e.g., "Attorney of record, New York Bar member." Also, if the signing attorney is from the same U.S. firm as the attorney of record, but was not listed in the original filing and is not otherwise of record, also include law firm name, e.g., Associate Attorney, Smith, Jones & Davis, Virginia Bar member.		
<p><a href="#">Signatory's Phone Number</a></p>	<input type="text"/>		

Add Signatory

Click to choose ONE [signature method](#):

- Sign electronically [directly](#) on this petition form
- Email [Text Form](#) to second party for electronic signature

**NOTE:** Although a possible combination as selected on the form, the following signing method must NOT be used: declaration signed directly and petition signed through the email text form approach.

**NOTE:** To electronically sign this document, enter any alpha/numeric characters (letters/numbers) of **your choosing**, preceded and followed by the forward slash (/) symbol. Most signatories enter their name between the two forward slashes; examples of acceptable "signatures" include: /john doe/; /jd/; or /123-4567/.

\*You **must** click **one** of the three buttons below to confirm that you are legally authorized to sign this form based on the trademark rules governing representation of others before the USPTO.

If you have a U.S.-licensed attorney representing you in this matter, only your attorney can sign this petition.

**Petitioner who is not represented by an attorney (pro se):** I hereby confirm that

- I am not represented by an attorney in this matter, and am either: (1) the petitioner(s); or (2) a person or person(s) with legal authority to bind the petitioner(s); and
- If I had previously been represented by an attorney in this matter, either I revoked their power of attorney by filing a signed revocation with the USPTO or the USPTO has granted this attorney's withdrawal request.

**ADVISORY:** Click the above first button *only* if you are the petitioner(s) or legally authorized to bind the petitioner(s); such as an officer of the petitioner corporation or association, or a general partner of the petitioner partnership.

**Authorized U.S.-Licensed Attorney:** I hereby confirm that

- I am a U.S.-licensed attorney who is an active member in good standing of the bar of the highest court of a U.S. state (including the District of Columbia and any U.S. Commonwealth or territory);
- I am currently the trademark petitioner's attorney or an [associate](#) thereof;
- To the best of my knowledge, if prior to my appointment another U.S.-licensed attorney **not currently associated with my company/firm** previously [represented](#) the petitioner in this matter:
  - the petitioner has revoked their power of attorney by filing a signed revocation or substitute power of attorney with the USPTO;
  - the USPTO has granted that attorney's withdrawal request;
  - the petitioner has filed a power of attorney appointing me in this matter; or
  - the petitioner's appointed U.S.-licensed attorney has filed a power of attorney appointing me as an associate attorney in this matter.

**Authorized Canadian Trademark Attorney/Agent:** I hereby confirm that

- An authorized U.S.-licensed attorney has been appointed to represent the petitioner;
- I have been granted reciprocal recognition under 37 C.F.R. §11.14(c)(1) by the USPTO's Office of Enrollment and Discipline; and
- I am an authorized signatory based on 37 C.F.R. §11.14(c)(2).

**ADVISORY:** Foreign attorneys (other than authorized Canadian attorneys/agents) may not sign petitions and are prohibited from representing a trademark petitioner before the USPTO in trademark matters.

**NOTE:** If more than one owner/holder, **ALL** must sign the overall petition.

<b>* <a href="#">Signature</a></b>	<input type="text"/> Examples of acceptable "signatures" include: /john doe/; /jd/; or /123-4567/. <b>NOTE:</b> Must be personally signed by the individual listed in the Signatory's Name field. <a href="#">37 C.F.R. §2.193(a)</a> . The person signing may not enter someone else's signature.	<b>* <a href="#">Date Signed</a></b>	<input type="text"/> (MM/DD/YYYY)
<b>* <a href="#">Signatory's Name</a></b>	<input type="text"/>		
<b>* <a href="#">Signatory's Position</a></b>	<input type="text"/> <b>NOTE:</b> Limit your entry to no more than 150 characters (the storage limit for this field in the USPTO database). Enter appropriate title or nature of relationship to the owner/holder.  If the signer is - An <b>individual owner/holder</b> , enter "Owner" or "Holder" as appropriate. - <b>Joint individual owners/holders</b> , enter "Owners" or "Holders" as appropriate(all must sign the form). - A <b>business entity</b> authorized signatory, enter official title; e.g., "President" (if a corporation),"General Partner" (if a partnership), or "Principal" (if a limited liability company). - A U.S.-licensed <b>attorney</b> , enter "Attorney of record," and if not specified in the application or prior communications, specify at least one state bar admission, e.g., "Attorney of record, New York Bar member." Also, if the signing attorney is from the same U.S. firm as the attorney of record, but was not listed in the original filing and is not otherwise of record, also include law firm name, e.g., Associate Attorney, Smith, Jones & Davis, Virginia Bar member.		
<b><a href="#">Signatory's Phone Number</a></b>	<input type="text"/>		

Add Signatory

Go Back

Validate

# Trademark Electronic Application System

PTO-2301

Approved for use through 12/31/2020. OMB 0651-0054

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 contains a valid OMB control number



## Petition to Director

### Validation Page

On **Mon Nov 15 08:39:16 ET 2021** you completed all mandatory fields and successfully validated the form. It has NOT been filed to the USPTO at this point. Please complete all steps below to submit the form.

■ **STEP 1:** Review the data in various formats, by clicking on the phrases under Petition Data. Use the print function within your browser to print these pages for your own records.

**Note:** It is important that you review this information for accuracy and completeness now. Corrections after submission may not be permissible, thereby possibly affecting your legal rights.

**Note:** If you are using the e-signature approach or the handwritten pen-and-ink signature approach, you must click on the final link to access the specific "text form" for that purpose.

#### Petition Data

■ [Input](#) ■ [Evidence](#) ■ [Mark](#) ■ [XML File](#) ■ [Textform](#)

■ **STEP 2:** If there are no errors and you are ready to file, confirm the **Primary Email Address for Correspondence**, displayed below. To make changes to this email address, use the navigation buttons below to return to the appropriate page in the form and update either the attorney's email address, if appointed, or the applicant owner's/holder's email address. **Courtesy copies** are also permitted and these email address(es) are displayed below. To update these addresses, use the navigation buttons below to return to the Correspondence Information page and enter the changes.

After you submit the form, the USPTO will send an acknowledgment of receipt to the following email address(es):

Primary Email Address for Correspondence:	
Secondary Email Address(es) (Courtesy Copies):	

■ **STEP 3:** To download and save the form data, click on the [Save Form](#) button at the bottom of this page. The information will be saved to your local drive. To begin the submission process with saved data, you must open a new form, and click on the "Browse/Choose File" button displayed on the initial form wizard page. Clicking on the "Continue" button at the bottom of that first page will then properly open the saved version of your form.

■ **STEP 4:** Read and check the following:

#### Important Notice:

1. You have included with this petition a response that addresses each issue raised in the Office action, and that you understand that if the response does not fully address each issue in the Office action, the Office will abandon your application again, and will not grant another petition to revive. Note: All Office actions are available through the [Trademark Status & Document Retrieval \(TSDR\)](#) system.
2. You are aware that if a fee was required, once you submit this form, we will not refund the fee, because it is a processing fee for our substantive review.
3. You are aware that all information you submit to the USPTO at any point in the application and/or registration process will become public record, including your name, phone number, email address, and street address. By filing this document, you acknowledge and agree that **YOU HAVE NO RIGHT TO CONFIDENTIALITY** in the information disclosed. The public will be able to view this information in the USPTO's on-line databases and through internet search engines and other on-line databases. This information will remain public even if the application is abandoned or any registration is surrendered, cancelled, or expired. To maintain confidentiality of banking or credit card information, only enter payment information in the secure portion of the site after validating your form. For any information that may be subject to copyright protection, by submitting it to the USPTO, the filer is representing that he or she has the authority to grant, and is granting, the USPTO permission to make the information available in its on-line database and in copies of the application or registration record.
4. You are aware that private companies **not** associated with the USPTO often use trademark application and registration information from the USPTO's databases to [mail or email trademark-related solicitations](#) (samples of non-USPTO solicitations included).

\*  If you have read and understand the above notice, please check the box before you click on the Pay/Submit button.

■ **STEP 5:** If you are ready to file:

Click on the Submit button at the bottom of this page to complete the filing process.

**WARNING:** After clicking the button, you can **NOT** return to the form to modify the data. If you are not prepared to complete the process now, you should select the "Save Form" option and then complete the Submit process later.

**FEE PAYMENT (if required):** Screens for entering payment information will follow after clicking the Submit button. Following successful entry of the payment information, you can complete the submission to the USPTO.

**You must complete the payment process within 30 minutes of accessing the payment screen.**

A complete transaction will result in a screen that says **SUCCESS!** Within 24 hours, an email acknowledgment will also be sent. If you are not prepared to complete the process now, you should select the "Save Form" option to save your form, and then complete the Pay/Submit process later. Or, if you have discovered any error, use the "Go Back to Modify" button to make a correction.

**WARNING:** Fee payments by credit card may not be made from 2 a.m. to 6 a.m. Sunday, Eastern Time. If you are attempting to file during that specific period, you must use either (1) the deposit account or electronic funds transfer payment method ; or (2) the "Save Form" option to save your form, and then complete the Pay/Submit process later for a credit card payment .

[Go Back to Modify](#)

[Save Form](#)

[Pay/Submit](#)

#### Paperwork Reduction Act Statement

A Federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with an information collection subject to the requirements of the Paperwork Reduction Act of 1995, unless the information collection has a valid OMB Control Number. The OMB Control Number for this information collection is 0651-0086. Public burden for this form is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the information collection. Send comments regarding this burden estimate or any other aspect of this information collection, including suggestions for reducing this burden to the Office of the Chief Administrative Officer, United States Patent and Trademark Office, P.O. Box 1450, Alexandria, VA 22313-1450 or email [InformationCollection@uspto.gov](mailto:InformationCollection@uspto.gov).

#### Privacy Act Statement

The USPTO collects this information under authority of 35 U.S.C. 2(b)(2). The information you provide will be used to process your applications and submissions related to trademark registration. The information in this system of records is used to manage name, citizenship, domicile, email address, postal address, and telephone number of the trademark applicant, registrant, and applicant's or registrant's legal or other authorized representative(s), an attorney's law firm or company affiliation and professional licensing information, and other information pertaining to an applicant's or registrant's activities in connection with the applied-for or registered mark. The information is protected from disclosure to third parties in accordance with the Privacy Act. However, routine uses of this information may include disclosure to the following: the public; certain foreign entities, professional organizations or associations, audit or oversight controls; law enforcement; non-federal personnel working for the agency; record and informational inquiries; coordinators of data breach response; litigation actions; Department of Justice; Office of Personnel Management; Congressional inquiries; the National Archives and Records Administration; and Office of Management and Budget. If you do not furnish the requested information, the U.S. Patent and Trademark Office may not be able to process and/or examine your submission, which may result in termination of proceedings or abandonment of the application for trademark registration. The applicable Privacy Act System of Records Notice for this information request is COMMERCE/USPTO-26, Trademarks Application and Registration Records: Federal Register vol. 85 February 18, 2020, p 8847, available at <https://www.govinfo.gov/content/pkg/FR-2020-02-18/pdf/2020-03068.pdf>.