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## Voluntary Amendment Form

TEAS - Version 8.1

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- **TIPS ON USING THIS FORM MOST EFFECTIVELY:** Click on any underlined (hyperlinked) terms for additional information.
- **REQUIRED FIELDS:** All have an ASTERISK (\*), and the form will not validate if these fields are not filled-out.

### FOLLOW THE 4 STEPS TO ACCESS THE AMENDMENT FORM:

**STEP 1:** To use this form, you must wait approximately 7-10 days after your original submission. Please first ensure that all of the original application data has been fully loaded into the USPTO's **TSDR system** (<https://tsdr.uspto.gov/>) before attempting to use this form.

**WARNING:** While you may successfully submit a Voluntary Amendment, the filing will **NOT** result in any information being automatically uploaded into the USPTO's databases. An examining attorney must review the amendment to determine whether the proposed change(s) is acceptable. Also, you may submit a Voluntary Amendment for an application filed under the Madrid Protocol (Section 66(a)) only for limited purposes.

If making additional information part of the record for a registration where no change would result to either the Trademark Database or the registration certificate (e.g., providing information concerning use by a related party or specifying the dates of use for specific goods/services within a class), the USPTO will neither examine nor act on such submissions. Otherwise, if you wish to correct or amend information that is on the registration certificate, do **not** use this form; instead, you must file a Section 7 Request for Amendment or Correction of Registration Certificate.

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

\* **Serial/Registration Number:**  *(Do not enter serial/registration number if you are accessing your saved form.)*

OR

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