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PTO-1960

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U.S. Patent and Trademark Office; U.S. DEPARTMENT OF COMMERCE

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## Request for Reconsideration after Final Action

TEAS - Version 8.1

### GENERAL FORM INFORMATION:

- **TIMEOUT WARNING:** You're required to log back in after 30 minutes of inactivity (<https://www.uspto.gov/page/teas-help#inactivity>). This ensures the USPTO complies with mandatory federal information security standards (<https://doi.org/10.6028/NIST.SP.800-63b>) 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.
- **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.
- **EXTENSION OF TIME TO RESPOND:** One extension request per eligible Office action can be made through TEAS. You **must** use the Request for Extension of Time to File a Response form (<https://teas.uspto.gov/erp>) prior to filing a response. Informal extension requests filed through other forms will not be accepted.

**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. 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> (<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.

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. Visit the USPTO's website 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 (<https://www.uspto.gov/trademarks-application-process/filing-online/intent-use-itu-forms>).

### 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 emailed)." Use the Trademark Status & Document Retrieval (TSDR) (<https://tsdr.uspto.gov>) 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 email notice that an Office action has issued). Otherwise, you will receive an error message when you click the "Continue" button at the bottom of the page.

#### 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 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.

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