

INFORMATION REQUIRED FOR DRAFTING A PATENT APPLICATION

In this sheet we summarize the information we need for drafting and filing a patent application. This data will contribute to a well drafted application that will help you obtain the ultimate and best protection possible.

For that reason it is so important that you answer all the sections, in a clear, short and precise way. It is essential that we can understand without a doubt the objective, construction and functioning of your invention, as well as the technical characteristics that differentiate your invention from the existing prior art. Furthermore, if possible, it would be convenient if you could attach samples, drawings and/or flow charts of the device and/or the process to be registered.

If you want to apply for a European patent, or to file a PCT patent application at the WIPO in a non Spanish speaking Receiving Office, or to file a national patent application in a non-Spanish speaking country, please fill in the sections preferably in English.

I. TITLE OF INVENTION

*This section must clarify, in a precise and brief manner, the **purpose of the invention**. It is important to point out that the title ought to be only descriptive and it must not include any fantasy names.*

II. TECHNICAL FIELD

*This section should describe **the scientific or technology field** the invention pertains to (chemical, pharmaceutical, mechanical, electronics, agriculture) and the **market** where **the invention** is going to be implemented in.*

III. STATE OF THE ART

*This section should summarize the characteristics of all the **previous inventions that you consider** most resemble your own, as well as all **disclosures** that you are aware of on the same or related subject matters. In this regard, publications, author, dates, publishing and any information that can help identify similar inventions, must be cited.*

It is of particular importance to know about disclosures made previously by your own: publications, patents, doctoral thesis, oral presentations, catalogs, as well as posters or abstracts displayed or published in congresses and meetings; edited manuals, information contained in your including identical o website, etc..., including indential or similar products exposed in fairs or already launched into the market, worldwide.

On the other hand, it is essential for us to know the **differences in structure, operation, build, etc... of your invention in comparison to what is already on the market.**

IV. SUMMARY OF INVENTION

This section must point out the essential **characteristics of the device or process of the invention, focusing on those aspects that make it innovative and not obvious to the invention in a way precise enough that would allow an expert to understand it and replicate it.**

It is important for you to describe briefly the **possible variants or alternative forms of your invention.**

Likewise, it is convenient to specify at least one technical **problem addressed or solved** by your invention.

V. DETAILED DESCRIPTION OF THE INVENTION

In this section it is necessary to **detail the specific features of the elements, components (or stages) incorporated in at least one embodiment of the invention**, as well as its **placement in the device** (in case we are dealing with a material invention) **or the chronological order of the process** (in case we are dealing with a procedure).

VI. EXAMPLES

Examples detailing how the invention works, how it was made, the diverse stages of the process, different kinds of compounds, compositions or formulations, different uses, etc. must be included

VII. DRAWINGS OR FIGURES

*The drawings should be **made in consistent lines and strokes**, thick enough and well delimited, **without colors or "shading"**. The stages in a process can be represented by a flow chart. Figures must include the numbering of the different elements represented thereof.*

VIII. TYPES OF PATENTS

- ☐ Spanish
- ☐ European Patent before European Patent Office (EPO)
- ☐ Foreign (name the country)
- ☐ Internacional (PCT)
 - ☐ In Spanish at the OEPM (SPTO)
 - ☐ In English at the EPO (European office)

CLIENT DATASHEET

TITLE HOLDER 1

Legal entity or person in whose name the application shall be filed. In the event that there are several rightsholders, please fill in further sections as relevant. Add more sections if needed.

- Name:
- Postal address:
- CIF/NIF:
- Nationality:
- Contact person (name/email/telephone):
- Holder's percentage (%):

TITLE HOLDER 2

- Name:
- Postal address:
- CIF/NIF:
- Nationality:
- Contact person (name/email/telephone):
- Holder's percentage (%):

TITLE HOLDER 3

- Name:
- Postal address:
- CIF/NIF:
- Nationality:
- Contact person (name/email/telephone):
- Holder's percentage (%):

TITLE HOLDER 4

- Name:
- Postal address
- CIF/NIF:
- Nationality:
- Contact person (name/email/telephone):
- Holder's percentage (%):

INVENTOR 1

- Name:
- Postal address:
- ID number/PASAPORTE:
- Nationality:
- Work relationship with the holders:
 - ☐ Employee
 - ☐ Contract
 - ☐ Other (specify):
- Email/telephone:

INVENTOR 2

- Name:
- Postal address:
- ID number/PASAPORTE:
- Nationality:
- Work relationship with the holders:
 - ☐ Employee
 - ☐ Contract
 - ☐ Other (specify):
- Email/telephone:

INVENTOR 3

- Name:
- Postal address:
- ID number/PASAPORTE:
- Nationality:
- Work relationship with the holders:
 - ☐ Employee
 - ☐ Contract
 - ☐ Other (specify):
- Email/telephone:

INVENTOR 4

- Name:
- Postal address:
- ID number/PASAPORTE:
- Nationality:
- Work relationship with the holders:
 - ☐ Employee
 - ☐ Contract
 - ☐ Other (specify):
- Email/telephone:

INVENTOR 5

- Name:
- Postal address:
- ID number/PASAPORTE:
- Nationality:
- Work relationship with the holders:
 - ☐ Employee
 - ☐ Contract
 - ☐ Other (specify):
- Email/telephone:

BILLING INFORMATION

- Invoice issued in the name of:
- Postal address:
- CIF/NIF:
- Contact person (name/email/telephone):

CONTACT INFORMATION

- Contact person:
- Postal address:
- Email address:
- Telephone/Fax: