

IP DISCLOSURE FORM
(TRADEMARK)

Details of the Applicant(s):

Organization:
Address:
Email:
Phone:
Signing Authority:

Details the Inventor(s):

Name: Title: Organization: Address: Email: Phone:	Signature of Inventor Date: _____
Name: Title: Organization: Address: Email: Phone:	Signature of Inventor Date: _____

1. Description of the mark -: It should not be more than few lines describing the characteristics of the mark, what the mark is representing, and current/intended use of the mark.

2. Copy of the mark (a graphical copy as well as a copy of the mark in black and white in word format)

3. List of goods / services according to International classification (classwise). Multi-class application is also applicable in India

4. The mark shall be used for product only or product and any service?
5. Date of first commercial use of the mark in India, if any. Else we will file it with “Intent to use” basis. It is possible to file a trademark application with “intent to use basis”.
6. If an internet domain has been registered using the mark, please provide the domain name and date the domain name was registered.
7. Date of first display/disclosure/publication of the Trademark if any.
8. Details of the display/disclosure/publication.

Name & Signature(s) of Head of Division:

Institute/ Laboratory Name:

Forwarding by Director/ Officer in-Charge: