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Disclosure No.

## CONFIDENTIAL INVENTION DISCLOSURE FORM

*Submission of an Invention Disclosure does not insure that a patent application will be filed. <Company Name> reserves the right in its sole discretion to determine those invention disclosures upon which it will seek patent protection.*

*Inventorship is defined under U.S. patent law. Identification of a person as a Contributor in this Invention Disclosure does not assure that a contributor will qualify as an "inventor" under applicable law.*

1. TITLE

2. SUBMITTER

*Printed name of inventor to whom routine communications should be addressed* 3.

### OWNERSHIP INFORMATION

#### **In the opinion of the inventor(s) this invention:**

was developed at <COMPANY NAME>, and therefore belongs to <COMPANY NAME> under its Patent Policy.

was developed wholly or partly at one or more other institutions other than <COMPANY NAME> , and therefore may be owned or co-owned by these institutions. ***Please provide complete details in part 5, below.***

was developed by the inventor(s) independently of <COMPANY NAME> or any other institution.

I (we) wish to assign this invention to <COMPANY NAME> voluntarily, and agree that <COMPANY NAME> patent policy will apply.

I (we) wish to retain ownership of the invention and hereby request a letter confirming that <COMPANY NAME> asserts no ownership interest. *Please attach documentation showing basis of your ownership claim.*

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4. <COMPANY NAME>CONTRIBUTORS

Please list here information regarding any contributor to the claimed invention who was an employee, faculty member, staff member, or student at <Company Name> at the time the invention was first conceived or red<Company Name>ed to practice. Please append a copy of this page to list additional contributors. "Revenue share" refers to the inventors' share of royalty revenues as specified in <COMPANY NAME> Rule 3361:10-19-01(C) and must add up to 100%. If the blanks are not filled in, the contributors' share of Net Royalty Income, if any, will be divided equally among all joint inventors. The Company will honor the revenue sharing agreement among contributors set forth herein unless the contributors reach a different agreement, or as required by law.

The undersigned individuals certify that they are faculty, employees, staff, or students of <Company Name>; that each made a material contribution to the invention; and that each agrees to abide by <Company Name>'s Intellectual Property Policies and Procedures.

Contributor 1 Signature \_\_\_\_\_ Revenue Share ----- %

Full Legal Name (Printed)

Form fields for Contributor 1: Job Title, Dept, Mail Location, Bldg/Rm, Fax No, Phone, e-mail, Home Address (Street, State, Zip), County, Citizenship.

Contributor 2 Signature \_\_\_\_\_ Revenue Share ----- %

Full Legal Name (Printed)

Form fields for Contributor 2: Job Title, Dept, Mail Location, Bldg/Rm, Fax No, Phone, e-mail, Home Address (Street, State, Zip), County, Citizenship.

Contributor 3 Signature \_\_\_\_\_ Revenue Share \_\_\_\_\_ %

Full Legal Name (Printed)

Form fields for Contributor 3: Job Title, Dept, Mail Location, Bldg/Rm, Fax No, Phone, e-mail, Home Address (Street, State, Zip, County, Citizenship).

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**5. NON <COMPANY NAME>CONTRIBUTORS AND OTHER INTERESTS**

*List below any person, institution, or entity which has or may have contributed to or have an interest in the claimed invention, including any contributor who is not a <Company Name>employee, faculty member, staff member, or student. Provide complete details regarding the interest of each s<Company Name>h entity. The Company reserves the right to separately reach agreement concerning revenue sharing with any contributor or entity that it determines has an ownership interest. Please append a copy of this page to list additional entries..*

**Entity Number 1**                      Name \_\_\_\_\_  
Contact Person, if Known \_\_\_\_\_  
Address \_\_\_\_\_

\_\_\_\_\_ *Street* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip*  
Fax No \_\_\_\_\_ Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Details of Interest: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Entity Number 2**                      Name \_\_\_\_\_  
Contact Person, if Known \_\_\_\_\_  
Address \_\_\_\_\_

\_\_\_\_\_ *Street* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip*  
Fax No \_\_\_\_\_ Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Details of Interest: \_\_\_\_\_  
\_\_\_\_\_

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**STATEMENT OF INVENTION AND SUGGESTED SCOPE**

**Please attach a complete technical description of the invention, including:**

- a. Summary of prior literature
- b. Description and advantages of your invention
- c. Drawings if applicable.
- d. Explanation of any acronyms used.
- e. Description of the experimental work you have actually performed that shows proof of principle and/or exemplifies the invention.
- f. Any other embodiments or variations that you can reasonably envision.
- g. Include a copy of any manuscript, thesis or dissertation that describes the invention.

If you prepare this statement using a computer, please include both hard copy and diskette. Any enclosures should also be provided in both hard copy and diskette when possible.

**7. INVENTORS' DISCLOSURE RECORD**

*If a patent application is filed, the inventors are required under US patent law to provide disclosure of any relevant publications known to them. Failure to comply can result in an invalid patent.*

*It is impossible to get a patent on a discovery that was previously patented or described in a printed publication, or that was in public use or on sale either: (a) by others before you invented it, or (b) by yourself or others more than one year before the date of your patent application.*

**Please answer the following questions, providing exact dates when possible:**

- a. Have you disclosed the subject matter to an individual outside of <COMPANY NAME> who is not a co-inventor?

YES \_\_\_\_\_ NO \_\_\_\_\_ If so:

To whom? \_\_\_\_\_

When & where? \_\_\_\_\_

Orally or in writing? \_\_\_\_\_

Were samples or prototypes provided?

Was a secrecy agreement signed prior to disclosure?

- b. Have you ever publicly disclosed the subject matter orally; in a printed paper or abstract; or electronically via the Internet or an electronic publication? YES \_\_\_\_\_ NO \_\_\_\_\_ .

If so, please list references and attach a copy of each <Company Name> disclosure: \_\_\_\_\_

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- c. Has a thesis or dissertation describing the invention been shelved in a library at <COMPANY NAME> or elsewhere? YES \_\_\_\_\_ NO \_\_\_\_\_. Where? \_\_\_\_\_
- d. Has the subject matter to your knowledge ever been used commercially, sold, offered for sale, or consumer-tested? YES \_\_\_\_\_ NO \_\_\_\_\_. If YES, please give dates and details here, and attach any printed documents: \_\_\_\_\_

**8. INVENTION RECORD (Please provide exact dates whenever possible.)**

- a. When did you first conceive of the invention? \_\_\_\_\_
- b. When and how did you first demonstrate that the invention was workable? \_\_\_\_\_
- c. When did you first describe the invention in writing in a lab notebook, computer record or other form of documentation other than this Invention Disclosure Form? \_\_\_\_\_  
**Please attach a copy identified as A8c to this form.**
- d. What Company resources or facilities were used in making this discovery? \_\_\_\_\_

**9. SUPPORT. Please list all grants or contracts that supported this work from the time of your conception through the date on which the discovery was first red<Company Name>ed to practice:**

- a. Government grants & contracts. *List agency, grant number and effective date of each grant or contract that provided support for the work leading to this invention.*
- b. Company grants & contracts. *List each company that provided support, including effective date of grant or contract.* \_\_\_\_\_
- c. Other support if any.
- d. Have grantors been notified of this discovery in writing? YES \_\_\_\_\_ NO \_\_\_\_\_. Please list those that have been notified, and attach a copy of each notification.

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- e. Have you or the Company signed a Material Transfer Agreement or Secrecy Agreement, or entered into any other obligation to a third party for supplying proprietary samples, chemical or biological materials, organisms, or other intellectual property used in making this discovery? YES NO If YES, please attach copies showing the nature of our obligations.

**10. RELEVANT LITERATURE. Please list the closest literature references known to you, including patents, other than your own references listed in Question 6b. Use another sheet if necessary. Attach copies or reprints.**

*NOTE: If a patent application is filed, the inventors are required under US patent law to provide disclosure of any relevant publications known to them. Failure to comply can result in an invalid patent.*

**11. COMMERCIAL POTENTIAL**

- a. Specify the commercial products, processes or improvements that could result from your discovery. Include market value in dollars, if known. \_\_\_\_\_
- b. Explain the advantages provided by your discovery in terms of cost savings, speed, efficacy, etc., as compared to existing technology. \_\_\_\_\_
- c. What development milestones will have to be achieved, in your opinion, before your discovery can be commercialized?
- d. List any companies now marketing competing or similar technologies, or performing research in this area. Include the names and addresses of individuals you know who would be good contacts at those companies.

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- e. Indicate the kind of follow-up you would recommend for this development:
- Licensing to a company or companies in conjunction with sponsored research funding.
  - \_\_\_\_\_ Licensing to a company or companies in return for royalties and payments only.
  - \_\_\_\_\_ Dedication to the public domain without seeking royalties or other funding.
- f. Other comments:

**12. WITNESS:**  
**This disclosure form should be witnessed at the earliest date by someone who is not a co-inventor and who is technically qualified to understand the subject matter.**

I HAVE READ THIS INVENTION DISCLOSURE (INCLUDING THE ATTACHED PAGES, IF ANY) IN CONFIDENCE AND UNDERSTAND ITS SUBJECT MATTER:

Witness:

DATE

*Signature*

*Printed Name*