

Intellectual Property Supplement

Areas of Practice

Please provide a breakdown of the firm's intellectual property practice by showing the percentages that make up the entire percentage listed for "Intellectual Property" in the Area of Practice question. **Must total 100%.**

<input type="text"/>	% Intellectual Property Litigation	<input type="text"/>	% Patent Infringement Counseling
<input type="text"/>	% Domestic Patent Prosecution	<input type="text"/>	% Foreign Patent Prosecution
<input type="text"/>	% Trademark Copyright Registration & Licensing	<input type="text"/>	% Patent Searches & Filing
<input type="text"/>	% Other, describe below		

Industry Areas

Please provide a breakdown of the firm's intellectual property practice by indicating the percentages of last year's gross revenues derived from intellectual property matters within the following industries (**Must total 100%**):

<input type="text"/>	% Chemical	<input type="text"/>	% Biotechnical
<input type="text"/>	% Pharmaceutical	<input type="text"/>	% Foreign Patent Prosecution
<input type="text"/>	% Industrial	<input type="text"/>	% Mechanical
<input type="text"/>	% Computer (including hardware, software, semiconductors)	<input type="text"/>	% Electric (other than computer)
<input type="text"/>	% Other, describe below:		

Please answer the questions below **only** if the question reflects any percentage in Domestic or Foreign Patent Prosecution or Patent Searches & Filings.

Patent Searches

When undertaking a patent search, is it the policy and practice of the firm to set forth in an engagement letter the nature, scope and limitation of a proposed patent search? Yes No

Does the firm engage the services of third parties to carry out patent searches? Yes No

When rendering an opinion letter as to the results of a patent search, is it the policy and practice of the firm to qualify the opinion by reference to the nature, scope and limitations of the search conducted? Yes No

Foreign Patents

For foreign patent filings, is the client made aware of the limited time frame for these filings and the additional requirements necessary to complete the filing? Yes No

Are foreign patents handled by a separate unit? Yes No

Does the firm engage associate counsel in their foreign patent work? Yes No

If yes, what percentage of the firm's patent's practice? %

If greater than 10% please explain steps taken to monitor work of the associate counsel:

Please answer the following questions:

Payment Procedures

Is the firm's responsibility for payment of maintenance fees, taxes, or annuities clearly stated in the engagement letter? Yes No

If the client is responsible, or authorization is necessary, are notices of required payments sent well in advance of the due dates? Yes No

Is the system for sending such notices computerized? Yes No

What calendar or docketing system is employed by the firm to record, monitor, and comply with filing deadlines and other time limitations in connection with securing patents?

What policy and practice does the firm follow to ensure that clients are notified of all such deadlines and other time limitations?

Attorney Name

Member of Patent Bar (Y/N)

Attorney Name

Years of experience in "Intellectual Property"

Percent of Time spent in the "Intellectual Property" area of Practice in billable hours:

Attorney Name

Most recent 12 months

Prior 12 months

Signature of Officer or Partner of Firm _____ Date _____