

Trademark Application Checklist

Mark:

1. Has the mark been used on the product, on product packaging, product hangtags, or in displays associated with the product? Please note that for products, only these uses are acceptable - stationary, brochures and advertisements are not sufficient uses to support a trademark registration.
 - a. If yes, please send us one sample, such as packaging, etc. bearing the trademark.
 - b. If yes, what was the date of the first use of the mark? It is better to give a later date confidently than a date that might be too early. The month and year are sufficient, but the day of the month is preferred.
 - c. If no, then when do you expect to begin use?
2. Is the mark being registered as a design mark (i.e., a logo or stylized version of a word mark)?
 - a. If yes, please send a small (about 3" by 3") camera ready or other good quality black and white representation of the design. A computer graphic file is acceptable.
3. Has the product been sold across state lines or internationally?
 - a. If yes, when was the first such sale?
4. What kinds of products is the mark used with (or to be used with)? Give a long list.
5. Where will/does the mark appear on or in association with the products? Please give a complete list.

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