

## PUBLIC SEARCH FACILITY IN ALEXANDRIA, VA

The United States Patent and Trademark Office (USPTO) Public Search Facility located in Alexandria, VA provides public access to patent and trademark information in a variety of formats including on-line, microfilm, and print. Trained staff are available to assist public users.

### Patents

State of the art computer workstations provide automated searching of patents issued from 1790 to the current week of issue using the patent examiner systems Web-based Examiner Search Tool (WEST) and Examiner Automated Search Tool (EAST), the USPTO web site, and related applications. Full document text may be searched on U.S. patents issued since 1971 and OCR text from 1920 to 1970. U.S. patent images from 1790 to the present may be retrieved for viewing or printing. Some foreign patent documents are available in EAST and WEST.

A complete patent backfile in numeric sequence is available on microfilm or in optical disc format. *Official Gazettes*, *Annual Indexes* (of Inventors), the *Manual of Classification* and its subject matter index, and other search aids are available in various formats.

Patent assignment records of transactions affecting the ownership of patents, microfilmed deeds, and indexes are also available.

### Trademarks

On-line searching of pending, registered, and dead trademarks is available using the trademark examining attorney automated systems X-Search, Trademark Trial and Appeal Board VUE (TTABVUE), Trademark Image Capture System (TICRS), and the Trademark Reporting and Monitoring System (PC-TRAM). A complete trademarks collection in numerical order is available on-line and in bound paper volumes or on microfilm since 1870.

*Official Gazettes*, trademark assignment records of transactions affecting trademark ownership, microfilmed deeds, and indexes are also available.

### Hours of Operation

The USPTO Public Search Facility in Alexandria, VA is open Monday to Friday 8 a.m. to 8 p.m. (Closed weekends and Federal holidays.) Refer to the Office of Personnel Management (OPM) web site at [www.opm.gov](http://www.opm.gov) for current Washington area federal government operating status information.

### Location

Public Search Facility - Madison East, 1<sup>st</sup> Floor  
600 Dulany St.  
Alexandria, VA 22314  
571-272-3275

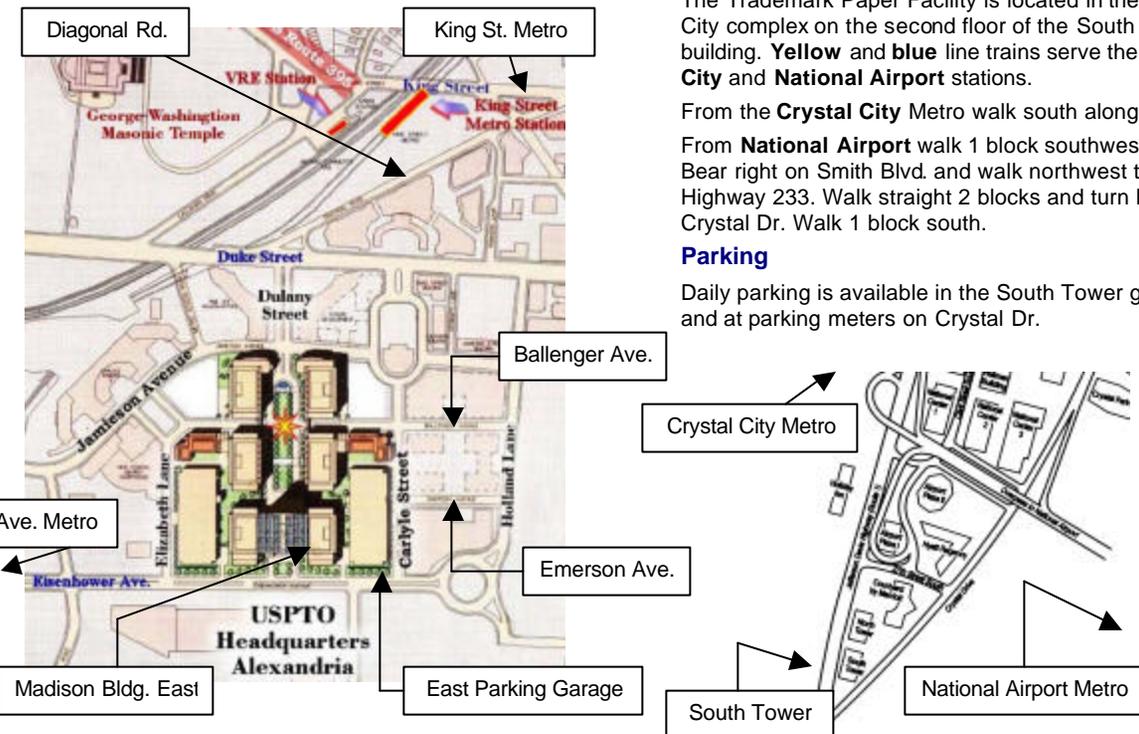
### Driving Directions From Crystal City

Drive south on **Jefferson Davis Hwy.** (Route 1), make a **right** on **Duke St.**, (236). Turn **left** at the traffic light at **Holland Lane**, then **right** onto **Ballenger Ave.** Make a left onto **John Carlyle St.** and proceed to the parking garage entrance.

### Parking

Daily and hourly parking is available on a first-come, first-served basis in the East Garage from 5:00 a.m. to 10:30 p.m., Monday to Friday, except Federal holidays. Use the John Carlyle St. entrance only. **The parking garage is locked at 10:30 p.m.**

Customers will receive a ticket each time they enter the garage and will pay each time they leave the garage. Lost tickets pay maximum daily rate. Daily customers may pay in cash or by credit card (no checks).



### Metro Directions

The **King St.** station is served by **yellow** and **blue** line trains. The **Eisenhower Ave.** station is served by **yellow** line trains. The Search Facility is at lobby level in the **East Wing** of the **Madison Building** in the center of the complex.

## TRADEMARK PAPER FACILITY IN ARLINGTON, VA

The classified trademark paper registration file is housed at the Trademark Paper Facility in Arlington, VA. Photocopiers and workstations are available at this site.

### Hours of Operation

The Trademark Paper Facility is open Monday to Friday 8 a.m. to 5 p.m. (Closed weekends and Federal holidays.)

### Location

Trademark Paper Facility - South Tower, 2<sup>nd</sup> Floor  
2900 Crystal Dr.  
Arlington, VA 22202  
703-308-9800

### Metro Directions

The Trademark Paper Facility is located in the Crystal City complex on the second floor of the South Tower building. **Yellow** and **blue** line trains serve the **Crystal City** and **National Airport** stations.

From the **Crystal City** Metro walk south along Crystal Dr.

From **National Airport** walk 1 block southwest on ramp. Bear right on Smith Blvd. and walk northwest to State Highway 233. Walk straight 2 blocks and turn left on Crystal Dr. Walk 1 block south.

### Parking

Daily parking is available in the South Tower garage and at parking meters on Crystal Dr.

## GENERAL INFORMATION

### USPTO Web site

Additional information is available on the USPTO web site at [www.uspto.gov/web/offices/ac/ido/pssd/](http://www.uspto.gov/web/offices/ac/ido/pssd/).

### Reference Assistance

Trained staff are available to assist public users with questions during all open hours at no charge.

Extensive search assistance or automated patent searching for a user by a patent facility staff member is available for \$40 per hour or fraction thereof, in addition to any search or print fees. For additional information, please call 571-272-3275.

### On-line Service Cards

On-line Service Cards are used to access on-line systems. These may be obtained at either Search Facility Reception Desk on a user's first visit. A valid government issued photo ID, such as a driver's license with a current address, must be provided to verify user information. There is a \$15 charge to replace forgotten or lost On-line Service Cards.

SMART card ID badges are required to pass through security access checkpoints on the USPTO Alexandria campus. They are obtained from the USPTO Office of Security at the entrance to the Madison building. Visitors must present a valid photo ID to be issued an access badge.

### Fees

There are no fees for use of automated systems.

On-line print fees of \$0.25 per page, \$0.50 per page from color printers, are collected at the workstation via on-line UPWS accounts.

Microfilm print fees and self service photocopies are \$0.25 per page using a USPTO debit card. Purchase debit cards on-site at the cashier window.

### Cashier Window

Funds may be added to on-line accounts and existing debit cards at the Search Facility cashier window. New debit cards are issued with a one-time fee of \$1.00 per card. Cash, checks, credit cards, and USPTO deposit accounts are accepted.

### Public Training Facility

Training is recommended before patrons use the on-line examiner search systems. See the USPTO web site at [www.uspto.gov/web/offices/ac/ido/pssd/#schedule](http://www.uspto.gov/web/offices/ac/ido/pssd/#schedule) for the training schedule or call 571-272-3275.

Public users may enroll for classes in person at the Public Search Facility, on-line, or by mail. A fee of \$25.00 per student must be pre-paid and is non-refundable.

Complete the training application form available on-line indicating your method of payment and your first and second choice of class dates. You will be notified of your confirmed class date.

Mail class fees to:

U.S. Patent and Trademark Office  
ATTN: PSF Public Training Center  
Box 1450  
Alexandria, VA 22313-1450

Arrive one half-hour before class to obtain an On-line Service Card and password at the Public Search Facility. Bring a photo ID with your current home address, such as a driver's license or a passport.

## REMOTE ACCESS

### Patent and Trademark Depository Libraries

The nation-wide network of Patent and Trademark Depository Libraries (PTDLs) offer access to patent and trademark reference materials and search tools. Trained staff are available to assist public users.

To locate a PTDL near you, visit the USPTO web site at [www.uspto.gov/go/ptdl/](http://www.uspto.gov/go/ptdl/) or call 800-786-9199.

### Internet Access

Patent and trademark data is searchable on the internet without coming to the USPTO campus. See the USPTO web site at [www.uspto.gov](http://www.uspto.gov).

The Patent database has patent images from 1790 to the current week of issue retrievable by patent number and current U.S. Patent Classification, and text searchable from 1975 to the current issue week.

Public PAIR (Patent Application and Information Retrieval) offers access to approximately 500,000 patent applications not covered by confidentiality laws. New applications are added to the database 18 months after filing. See <http://portal.uspto.gov/external/portal/pair>.

Track the status of a public patent application as it moves from publication to final disposition, and review documents in the official application file, including all patent examiner decisions. A quick-click feature for ordering certified copies of patent applications and application files is included on the site.

The Trademark Electronic Search System (TESS) contains pending, registered, and dead trademarks.

**Public Information Services**  
**United States Patent and Trademark Office**  
**P. O. Box 1450**  
**Alexandria, VA 22313-1450**



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