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PTO Form 1481 (Rev 09/2006)

OMB No. 0651-0009 (Exp. 02/28/2018)

Collective Membership Mark Form, Principal Register

Version 5.8

NOTE: For an instructional video providing an overview of the most important issues you should be aware of when filing a trademark application, [click here](#).

To file the application electronically, please complete the following steps:

1. Answer the first question below to create an application form showing only sections relevant to your specific filing.
2. For help at any point, click on any underlined word on any page.
3. After answering the first wizard question, click on the CONTINUE button at bottom of the page.
4. Once in the actual form, complete all fields with a * symbol, since they are mandatory fields for TEAS filing purposes.
5. Validate the form, using the "Validate" button at the end of the form. If there are errors, return to the form to make the correction. A "Warning" may be corrected or by-passed.
6. Double-check all entries through the links displayed on the Validation page.
7. You may save your work for submission at a later time by clicking on the Download Portable Data button at the bottom of the Validation page.
8. When ready to file, use the Pay/Submit button at the bottom of the Validation page. This will allow you to choose from three (3) different payment methods: credit card, automated deposit account, or electronic funds transfer.
9. After accessing the proper screen for payment, and making the appropriate entries, you will receive a confirmation screen if your transmission is successful. This screen will say SUCCESS! and will provide your assigned serial number.
10. You will receive an e-mail acknowledging receipt of your submission, which will include the assigned serial number and provide a summary of your submission.

Once you submit this application, we will not cancel the filing or refund your fee. The fee is a processing fee, which we do not refund even if we cannot issue a registration after our substantive review.

Important: ONCE YOU SUBMIT AN APPLICATION ELECTRONICALLY, THE USPTO WILL IMMEDIATELY ISSUE AN ELECTRONIC ACKNOWLEDGMENT OF RECEIPT. Please contact TEAS@uspto.gov if you do not receive this acknowledgment within 24 hours of transmission.

Contact Points:

- **General trademark information:** Please review the information posted at [Where Do I Start](#). If you have remaining questions, e-mail TrademarkAssistanceCenter@uspto.gov, or telephone 1-800-786-9199.
- **Help:** For instructions on how to *use* the electronic forms, or help in resolving *technical* glitches, please e-mail TEAS@uspto.gov. Please include your telephone number in your e-mail, so we can talk to you directly, if

necessary. Also, include the relevant serial number or registration number, if existing.

NOTE: The TEAS Support Team focuses on problems related to the process of completing the electronic forms, **not** on what information would be correct for entry within a form, or other broader trademark issues. Please route those types of inquiries to the Trademark Assistance Center. However, please be aware that neither group can provide any sort of information in the nature of "legal advice." For legal advice, please consider contacting an attorney who specializes in intellectual property.

- **Bug Report:** If you think there is a "bug" within one of the electronic forms, please click [Bug Report](#).
- **Status Information:** For an application with an assigned serial number, check the [Trademark Status & Document Retrieval \(TSDR\)](#) system to view current status information, as well as the complete prosecution history. Do **not** attempt to check the status of a filing until at least 7-10 days after submission of the filing, to allow sufficient time for all USPTO databases to be updated. You can view **all** items listed in the prosecution history section online via the [TSDR](#) system, including all Office actions sent by the USPTO.

WARNING: This form has a session time limit of 60 minutes. Your "session" began as soon as you accessed this initial Form Wizard page. If you exceed the 60-minute time limit, the form will not validate and you must begin the entire process again; you can, however, [extend the time limit](#). You should always try to have all information required to complete the form prior to starting any session.

1. Please select one of the filing options below.

☐ **TEAS Reduced Fee (TEAS RF):** I am filing a TEAS RF application, with a reduced fee of **\$275 per class** of goods/services. **TEAS RF Requirements:** (1) Provide a valid e-mail address; (2) authorize the USPTO to send e-mail correspondence concerning the application; and (3) agree to use the Trademark Electronic Application System when filing any [relevant application-related submissions](#). Failure to comply with these requirements will incur an additional processing fee of \$125 per class of goods/services.

☐ **TEAS Regular:** I am filing a TEAS Regular application, with a fee of **\$400 per class** of goods/services. TEAS Regular applicants are strongly encouraged, although not required, to authorize e-mail correspondence and use the Trademark Electronic Application System for subsequent application-related submissions.

2. Is an [attorney](#) filing this application?

☐ Yes ☐ No

3. [OPTIONAL] To access **previously-saved data**, use the "Browse/Choose File" button below to access the file from your local drive. **NOTE:** For specific instructions, please click [here](#). **FAILURE TO FOLLOW THESE NEW INSTRUCTIONS WILL RESULT IN THE DISPLAY OF YOUR DATA IN AN XML FORMAT THAT CANNOT BE EDITED.** **NOTE:** Do NOT attempt to use the button below to upload an image file (for example, a specimen). You must use the button that will be presented for that purpose *within the proper section of the actual form*.

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OMB No. 0651-0009 (Exp. 02/28/2018)

Collective Membership Mark Form, Principal Register

Version 5.8

NOTE: This identifies who owns the mark, not necessarily who is filing the application. For an instructional video focusing on what is meant by the term "applicant," [click here](#).

NOTE: For an instructional video explaining how to fill out the Applicant Information page, [click here](#).

Applicant Information

Note: If there is more than one owner of the mark, complete the information for the first owner, and then click on the "Add Owner" button at the bottom of this page. Repeat, as necessary, for the appropriate listing of all owners. **Warning:** It is important to determine whether, in fact, the applicants are [joint applicants](#), or some other entity type listed below.

*** [Owner of Mark](#)**

- ☐ DBA (doing business as) ☐ AKA (also known as)
☐ TA (trading as) ☐ Formerly

[If an individual, use the following format: Last Name, First Name Middle Initial or Name, if applicable]

[Entity Type](#)

- ☐ [Individual](#)
☐ [Corporation](#)
☐ [Limited Liability Company](#)
☐ [Partnership](#)
☐ [Limited Partnership](#)
☐ [Joint Venture](#)
☐ [Sole Proprietorship](#)
☐ [Trust](#)
☐ [Estate](#)
☐ [Other](#)

Country of
Citizenship

Select Country

[Internal Address](#)

*** [Street Address](#)**

NOTE: You must limit your entry here, and for all remaining fields within this overall section (except City, see *below*), to no more than 40 characters (the storage limit for the USPTO database). You may need to abbreviate some words, e.g., St. instead of Street. Failure to do so may result in an undeliverable address, due to truncation at the 40 character limit.

*** [City](#)**

NOTE: You must limit your entry here to no more than 22 characters.

*** [State](#)**
(Required for U.S. applicants)

Select State

NOTE: You must include as part of the "City" entry any information related to geographical regions (e.g., provinces) not found in the dropdown lists for "States" or "Countries." Enter the city and then the geographical region, separated by a comma (e.g., Toronto, Ontario). In most instances, you will then also have to select the country within which the region is found, below.

*** [Country or U.S. Territory](#)**

Select Country or U.S. Territory

*** [Zip/Postal Code](#)**
(Required for U.S. applicants)

[Phone Number](#)

[Fax Number](#)

[Internet
E-mail Address](#)



While the application may list an e-mail address for the applicant, only the e-mail address of the applicant's attorney or domestic representative will be used for actual correspondence purpose, in accordance with [USPTO policy](#).

[Website address](#)

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Mark Information

Before the USPTO can register your mark, exactly what the mark is must be clear. You may present your [mark](#) in one of the following ways: (1) [standard characters](#), if not claiming a particular font, style, size, and/or color; (2) [special form](#), if the mark includes a design or word(s) combined with a design, or is displayed in a particular font, style, size, and/or color; or (3) non-visual sound mark (for this type of mark, you should include a musical score, and an audio file, as well as a detailed mark description). Do **not** upload your specimen of use (sample of actual use, e.g., a label or advertisement) here. This will be required in a different part of the form (if appropriate for your filing basis). **WARNING:** You may submit only **one** mark per application, if your application includes multiple marks, it may be denied a filing date or refused registration.

When you click on one of the three circles presented below, and follow the specific instructions, the form will automatically create a separate page that displays the mark for which you are applying or permits the applicant to attach an audio file for a sound mark. Please carefully review this page prior to final submission to the USPTO, to ensure that it accurately depicts or represents your mark. You may not be permitted to [change or correct your mark](#) after filing this application. While minor changes in the mark may *sometimes* be permitted, changes that result in a [material alteration](#) of the mark as originally filed will result in the USPTO issuing a refusal on that ground.

WARNING: AFTER YOU FINISH [SEARCHING](#) THE USPTO DATABASE FOR POTENTIALLY CONFLICTING MARKS, EVEN IF YOU THINK THERE ARE NO CONFLICTING MARKS, DO NOT ASSUME THAT YOUR MARK WILL AUTOMATICALLY REGISTER. AFTER YOU FILE THE APPLICATION, THE USPTO WILL CONDUCT ITS OWN DATABASE SEARCH AND COMPLEX LEGAL REVIEW, AND MAY [REFUSE TO REGISTER](#) YOUR MARK ON THAT OR ANOTHER BASIS.

NOTE: For an instructional video on the importance of conducting a search of existing trademarks or service marks before filing your application, [click here](#).

* Click the appropriate circle to indicate the Mark type: ☐ [Standard Characters](#) ☐ [Special Form \(Stylized and/or Design\)](#) ☐ [Sound mark](#)

NOTE: For an instructional video on the importance of selecting the proper mark type, [click here](#).

NOTE: For an instructional video explaining how to fill out the Mark Information page, [click here](#).

Enter the mark here: (Note: The entry can be in capital letters, lower case letters, or a combination thereof. Do **not** include the TM, SM, ®, or © symbols after the mark entry, because they are **not** part of the actual mark. If using Internet Explorer, the entry cannot exceed 2036 characters; otherwise, you must switch to another browser.)

[Preview USPTO-Generated Image](#)

NOTE: For how the USPTO determines what the display of the entered mark will be, click [here](#).

NOTE: For information about mark display in USPTO databases, click [here](#)

The "Additional Statement" section of this form is used to enter various legal or informational statement(s) that may pertain to the mark; for example, a disclaimer or English translation. You are not required to enter any of these statement(s) at the time of filing; however, you may be required to add a statement(s) to the record during examination of the application. If you are unsure whether you should make such a statement, the examining attorney assigned to your application will issue a requirement, if appropriate.

☐ Check here to display the full listing of additional statements from which you may make your selection.

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When you click on one of the three circles presented below, and follow the specific instructions, the form will automatically create a separate page that displays the mark for which you are applying or permits the applicant to attach an audio file for a sound mark. Please carefully review this page prior to final submission to the USPTO, to ensure that it accurately depicts or represents your mark. You may not be permitted to [change or correct your mark](#) after filing this application. While minor changes in the mark may *sometimes* be permitted, changes that result in a [material alteration](#) of the mark as originally filed will result in the USPTO issuing a refusal on that ground.

WARNING: AFTER YOU FINISH [SEARCHING](#) THE USPTO DATABASE FOR POTENTIALLY CONFLICTING MARKS, EVEN IF YOU THINK THERE ARE NO CONFLICTING MARKS, DO NOT ASSUME THAT YOUR MARK WILL AUTOMATICALLY REGISTER. AFTER YOU FILE THE APPLICATION, THE USPTO WILL CONDUCT ITS OWN DATABASE SEARCH AND COMPLEX LEGAL REVIEW, AND MAY [REFUSE TO REGISTER](#) YOUR MARK ON THAT OR ANOTHER BASIS.

NOTE: For an instructional video on the importance of conducting a search of existing trademarks or service marks before filing your application, [click here](#).

* Click the appropriate circle to indicate the Mark type: ☐ [Standard Characters](#) ☐ [Special Form \(Stylized and/or Design\)](#)
☐ [Sound mark](#)

NOTE: For an instructional video on the importance of selecting the proper mark type, [click here](#).

NOTE: For an instructional video explaining how to fill out the Mark Information page, [click here](#).

Click on the "Browse/Choose File" button to select a [properly-sized JPG image file](#) (the only accepted format) from your local drive. This image should show the mark exactly as you would wish the mark to appear on your registration certificate, if the mark registers. If you are claiming color, you **must** submit a color image; otherwise, the image must be clear [black and white](#). After the file name appears in the window, click on the "Attach" button to upload the file into the application. A "thumbnail" version of the image will then display directly within the form.

NOTE: The image files for, respectively, the mark and the specimen (if filing under Section 1(a), use in commerce, and showing

actual use in commerce of the mark at the time of this filing) should **NOT** be the same files (or, even if different files, should **not** display essentially the exact same thing). The mark image file should **ONLY** show the mark by itself, and **not** a representation of how the mark is used on the overall packaging for the goods or within an advertisement for services, for example. On the other hand, an image file that shows the complete package for the goods or a full advertisement for the services, with the mark clearly displayed thereon or within, would be an appropriate attachment for a specimen in the later "basis" section of the form (which only appears where a Section 1(a) filing basis is being claimed).

For any image that also includes a word(s), letter(s), punctuation, and/or number(s), enter the [LITERAL ELEMENT](#) only of the mark here:

NOTE: Do **NOT** enter any word(s), letter(s), punctuation, and/or number(s) that do not appear in the attached image file. Leave this space blank if your mark consists only of design elements. The image file **must** include **all** elements of the mark; *i.e.*, if your mark consists of a design and word(s), letter(s), punctuation, and/or number(s), the image file must include all of these elements. Any entry in the [literal element](#) field that is not found in the attached image file will **not** be considered part of the mark.

* If claiming color as a feature of the mark, list the colors below, including black and/or white if actual "colors" within the mark (*e.g.*, enter red, white, and blue). Begin the entry with a lower-case, **NOT** an upper-case, letter. (Entry required for color marks only.)

The color(s) is/are claimed as a feature of the mark.

☐ Check this box if you are **NOT** claiming color as a feature of the mark. **NOTE:** Check *only* if you believe your image is black and white, yet you received after clicking the "CONTINUE" button a WARNING about color within the mark (perhaps because the image consists of too much grayscale); otherwise, do **not** check this box, because the attached image was automatically accepted as black and white.

* Enter a complete and accurate [description](#) of the entire mark below, being sure to include **ALL** [literal elements](#) and/or design elements that are found in the attached mark image, but **NOT** including any element not appearing in the image. If a color mark, you must specify the color(s) that are part of the mark, including black and white, and also state the location thereof in the mark image.

The mark consists of: (do NOT repeat this language)

. (end period is automatic)

NOTE: A description of the mark is required for **ALL** marks that are in a special form or a sound/motion mark (*i.e.*, for any mark not in standard characters). You must to enter a description even if what the mark represents is immediately clear, *e.g.*, "the letter C." Also, for any color mark, the description of the mark must include the nature and location of the color; *i.e.*, you must specifically state where each color is located within the mark, *e.g.*, "a bird with a red body, blue wings, and yellow beak."

NOTE: Do **NOT** include as part of the description either the words "The mark consists of" or a final period, because that introductory wording and the punctuation will automatically be added after validation; otherwise, the overall description will have improper repetitions. Also, begin the entry with a lower-case, **NOT** an upper-case, letter.

The "Additional Statement" section of this form is used to enter various legal or informational statement(s) that may pertain to the mark; for example, a disclaimer or English translation. You are not required to enter any of these statement(s) at the time of filing; however, you may be required to add a statement(s) to the record during examination of the application. If you are unsure whether you should make such a statement, the examining attorney assigned to your application will issue a requirement, if appropriate.

☐ Check here to display the full listing of additional statements from which you may make your selection.



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Mark Information

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WARNING: You may submit only **one** mark per application, if your application includes multiple marks, it may be denied a filing date or refused registration.

When you click on one of the three circles presented below, and follow the specific instructions, the form will automatically create a separate page that displays the mark for which you are applying or permits the applicant to attach an audio file for a sound mark. Please carefully review this page prior to final submission to the USPTO, to ensure that it accurately depicts or represents your mark. You may not be permitted to [change or correct your mark](#) after filing this application. While minor changes in the mark may *sometimes* be permitted, changes that result in a [material alteration](#) of the mark as originally filed will result in the USPTO issuing a refusal on that ground.

WARNING: AFTER YOU FINISH [SEARCHING](#) THE USPTO DATABASE FOR POTENTIALLY CONFLICTING MARKS, EVEN IF YOU THINK THERE ARE NO CONFLICTING MARKS, DO NOT ASSUME THAT YOUR MARK WILL AUTOMATICALLY REGISTER. AFTER YOU FILE THE APPLICATION, THE USPTO WILL CONDUCT ITS OWN DATABASE SEARCH AND COMPLEX LEGAL REVIEW, AND MAY [REFUSE TO REGISTER](#) YOUR MARK ON THAT OR ANOTHER BASIS.

NOTE: For an instructional video on the importance of conducting a search of existing trademarks or service marks before filing your application, [click here](#).

* Click the appropriate circle to indicate the Mark type: ☐ [Standard Characters](#) ☐ [Special Form \(Stylized and/or Design\)](#)
☐ [Sound mark](#)

NOTE: For an instructional video on the importance of selecting the proper mark type, [click here](#).

NOTE: For an instructional video explaining how to fill out the Mark Information page, [click here](#).

Click on the "Browse/Choose File" button to select the sound/motion file (.WAV, .WMV, .WMA, .MP3, .MPG, or .AVI file) from your local drive.

Attach

NOTE: The attached file should **ONLY** show the mark by itself, and should **NOT** be a representation of how the mark is or may be

used, *e.g.*, on the overall packaging for the goods or within an advertisement for services. Except in rare circumstances, the attached file should not be the same as the specimen image file (when filing under basis Section 1(a), use in commerce).

For any of the design mark that also includes a word(s), letter(s), punctuation, and/or number(s), enter the [LITERAL ELEMENT](#) only of the mark here:

NOTE: Do **NOT** enter any word(s), letter(s), punctuation, and/or number(s) that do not appear in the attached file. Leave this space blank if your mark consists only of design elements. The file **must** include **all** elements of the mark; *i.e.*, if your mark consists of a design and word(s), letter(s), punctuation, and/or number(s), the image file must include all of these elements. Any entry in the [literal element](#) field that is not found in the attached file will **not** be considered part of the mark.

*** Enter a complete and accurate [description](#) of the entire mark below, being sure to include ALL [literal elements](#) and/or design elements that are found in the attached mark image, but NOT including any element not appearing in the image. If a color mark, you must specify the color(s) that are part of the mark, including black and white, and also state the location thereof in the mark image.**

The mark consists of: (do NOT repeat this language)

. (end period is automatic)

NOTE: A description of the mark is required for any mark not in standard characters. You must to enter a description even if what the mark represents is immediately clear, *e.g.*, "the letter C." Also, for any color mark, the description of the mark must include the nature and location of the color; *i.e.*, you must specifically state where each color is located within the mark, *e.g.*, "a bird with a red body, blue wings, and yellow beak."

NOTE: Do **NOT** include as part of the description either the words "The mark consists of" or a final period, because that introductory wording and the punctuation will automatically be added after validation; otherwise, the overall description will have improper repetitions. Also, begin the entry with a lower-case, **NOT** an upper-case, letter.

The "Additional Statement" section of this form is used to enter various legal or informational statement(s) that may pertain to the mark; for example, a disclaimer or English translation. You are not required to enter any of these statement(s) at the time of filing; however, you may be required to add a statement(s) to the record during examination of the application. If you are unsure whether you should make such a statement, the examining attorney assigned to your application will issue a requirement, if appropriate.

☐ Check here to display the full listing of additional statements from which you may make your selection.

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Identification

An identification of goods/services is not appropriate in connection with a collective membership mark. The purpose of a collective membership mark is to indicate membership in an organization. Appropriate identification language would be, "to indicate membership in an organization (association, club or the like)..." followed by a phrase indicating the nature of the organization or association, e.g., "to indicate membership in an organization of computer professionals."

You may indicate the nature of the collective membership organization by specifying the area of activity of the members (e.g., they may sell lumber, or cosmetics, or food, or they may provide services as engineers or accountants). If goods/services are not directly involved, the nature of the collective membership organization can be indicated by specifying the organization's type or purpose (such as a service or social club, a political society, a trade association, a beneficial fraternal organization, or the like). Detailed descriptions of collective membership organization's objectives or activities are not necessary. It is sufficient if the identification indicates broadly either the field of activity as related to the goods/services, or the general type or purpose of the collective membership organization.

International Class* To indicate membership in

200

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METHOD OF CONTROL

☐ For a Section 1(a) basis, please check this box to use the following text to indicate your Method of Control or uncheck the box and enter your own text below:

"The applicant controls the members' use of the mark as specified in the applicant's bylaws or other written provisions."

* [Method of Control](#)

Basis for Filing

The applicant requests that the collective membership mark identified on the preceding page be registered with the USPTO on the Principal Register for the type of organization entered below.

<input type="checkbox"/> International Class Select All	* Identification	Assigned Filing Basis(es)
<input type="checkbox"/> 200	<input type="text"/>	

Section 1(b), Intent to Use: The applicant has a bona fide intention, and is entitled, to exercise legitimate control over the use of the mark in commerce by the members in connection with the identified collective membership organization. **NOTE: More than one basis may be selected, but do NOT claim both Sections 1(a) and 1(b) for the identical listing in one application. If claiming a Section 1(a) basis, it is NOT necessary or appropriate also to claim a Section 1(b) basis for the same listing, simply to indicate an intent to continue exercising legitimate control over the use of the mark in commerce by the members in connection with the identified collective membership organization for that listing - the Section 1(a) basis covers this.**

☐ I understand that the selection of Section 1(b) "Intent to Use" as the filing basis requires that before the mark can register, I must: (1) begin exercising legitimate control over the use of the mark in commerce; and (2) file an Allegation of Use that includes a **specimen** and an **additional fee**. Furthermore, even if the application has already been approved, examination of the Allegation of Use may result in the examining attorney issuing a refusal.

WARNING: If you select this basis, then to receive a registration, you will be required to provide additional filing(s) and fee(s) when the members begin using the mark in commerce.

[Remove this 1\(b\)](#)

Section 1(a)

Actually using mark in commerce now

Section 44(d)

Foreign application exists for same collective membership organization

Section 44(e)

Foreign registration exists for same collective membership organization

NOTE: To assign the selected filing basis, click on "Assign Filing Basis" button, *below*. If you selected the wrong basis, click on the "Remove this [basis]" button, *above*, and start over. To assign multiple bases, click on another basis button and complete the section (and repeat process again, if appropriate) before clicking on the "Assign Filing Basis" button.

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PTO Form 1481 (Rev 09/2006)

OMB No. 0651-0009 (Exp. 02/28/2018)

Collective Membership Mark Form, Principal Register

Version 5.8

- ☐ Yes, I would like to file a TEAS RF application.
- ☐ Check here if an attorney is filing this form on behalf of the applicant(s). If an attorney is not filing, simply click on the box if currently checked to "uncheck" that box.
- ☐ Check here if the applicant wants to appoint a Domestic Representative. A Domestic Representative is OPTIONAL if the applicant's address is outside the United States. Once checked, a separate section of the form will appear to enter the Domestic Representative information.

Attorney Information	
* Correspondent Attorney Name	<input type="text"/>
Individual Attorney Docket/Reference Number	<input type="text"/> NOTE: You must limit your entry here to no more than 12 characters.
Other Appointed Attorney(s)	<input type="text"/>
Firm Name	<input type="text"/>
Internal Address	<input type="text"/>
* Street Address	<input type="text"/> NOTE: You must limit your entry here, and for all remaining fields within this overall section (except City, see below), to no more than 40 characters (the storage limit for the USPTO database). You may need to abbreviate some words, e.g., St. instead of Street. Failure to do so may result in an undeliverable address, due to truncation at the 40 character limit.
* City	<input type="text"/> NOTE: You must limit your entry here to no more than 22 characters.
* State (Required for U.S. addresses)	<input type="text" value="Select State"/> NOTE: You must include as part of the "City" entry any information related to geographical regions (e.g., provinces) not found in the dropdown lists for "States" or "Countries." Enter the city and then the geographical region, separated by a comma (e.g., Toronto, Ontario). In most instances, you will then also have to select the country within which the region is found, below.
* Country or U.S. Territory	<input type="text" value="Select Country or U.S. Territory"/>
* Zip/Postal Code (Required for U.S. addresses)	<input type="text"/>
Phone Number	<input type="text"/>

Fax Number	<div></div>
Internet E-mail Address	<div></div>
	<p>An e-mail address for communication with the appointed attorney must be provided. The attorney must keep this address current in the USPTO 's records. Specific authorization for this communication may be made, <i>below</i>.</p> <p><input type="checkbox"/> Check here to authorize the USPTO to communicate with the appointed attorney via e-mail. (Informal communication is permissible without authorization.)</p> <p>NOTE: By checking this box, the appointed attorney acknowledges that it is solely responsible for receipt of USPTO documents sent via e-mail. The appointed attorney should periodically check the status of the application through the TSDR system, to see if the assigned examining attorney has e-mailed an Office action. If an action has been sent to the provided e-mail address, the USPTO is not responsible for any e-mail not received due to the applicant's, the applicant's appointed attorney's, or the applicant's domestic representative's security or anti-spam software, or any problems within the applicant's, the applicant's appointed attorney's, or the applicant's domestic representative's e-mail system. All sent actions can be viewed on-line, via the TSDR system.</p>

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OMB No. 0651-0009 (Exp. 02/28/2018)

Collective Membership Mark Form, Principal Register

Version 5.8

Correspondence Information

NOTE: For an instructional video on the correspondence information section, [click here](#).

Note: Where an attorney or domestic representative has been appointed, the USPTO will correspond ONLY with the listed appointment. Do NOT attempt to change the correspondence address to the owner's address.

* Name	<input type="text"/>
Firm Name	<input type="text"/>
Internal Address	<input type="text"/>
* Street Address	<input type="text"/> NOTE: You must limit your entry here, and for all remaining fields within this overall section (except City, see below), to no more than 40 characters (the storage limit for the USPTO database). You may need to abbreviate some words, e.g., St. instead of Street. Failure to do so may result in an undeliverable address, due to truncation at the 40 character limit.
* City	<input type="text"/> NOTE: You must limit your entry here to no more than 22 characters.
* State (Required for U.S. addresses)	<input type="text" value="Select State"/> NOTE: You must include as part of the "City" entry any information related to geographical regions (e.g., provinces) not found in the dropdown lists for "States" or "Countries." Enter the city and then the geographical region, separated by a comma (e.g., Toronto, Ontario). In most instances, you will then also have to select the country within which the region is found, below.
* Country or U.S. Territory	<input type="text" value="Select Country or U.S. Territory"/>
* Zip/Postal Code (Required for U.S. addresses)	<input type="text"/>
Phone Number	<input type="text"/>
Fax Number	<input type="text"/>
	Primary Email Address <input type="text"/> Secondary Email Address(es) <input type="text"/> Enter up to 4 addresses, separated by either a semicolon or a comma .

* [Internet E-mail Address](#)

Only one e-mail address may be used for correspondence, in accordance with [USPTO policy](#). The applicant must keep this address current in the USPTO 's records.

☐ I [authorize](#) the USPTO to send e-mail correspondence concerning the application to the applicant, the applicant's attorney, or the applicant's domestic representative at the e-mail address provided above. I understand that a valid e-mail address must be maintained and that the applicant or the applicant's attorney must file the relevant subsequent application-related submissions via the Trademark Electronic Application System (TEAS). Failure to do so will result in the loss of TEAS Reduced Fee status and a requirement to submit an additional processing fee of \$125 per international class of goods/services.

NOTE: By checking this box, the appointed attorney acknowledges that it is solely responsible for receipt of USPTO documents sent via e-mail. The appointed attorney should periodically check the status of the application through the [TSDR](#) system, to see if the assigned examining attorney has e-mailed an Office action. If an action has been sent to the provided e-mail address, the USPTO is not responsible for any e-mail not received due to the applicant's, the applicant's appointed attorney's, or the applicant's domestic representative's security or anti-spam software, or any problems within the applicant's, the applicant's appointed attorney's, or the applicant's domestic representative's e-mail system. All sent actions can be viewed on-line, via the [TSDR](#) system.

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Collective Membership Mark Form, Principal Register

Version 5.8

Fee Information

NOTE: The total fee is computed based on the filing option selected (regular TEAS or TEAS RF) and the number of classes in which the collective membership organization associated with the mark is classified.

NOTE: For an instructional video on the fee and signature information sections, [click here](#).

Note: Three payment options ([credit card](#), [automated deposit account](#), and [Electronic Funds Transfer](#)) will appear after clicking on the **Pay/Submit** button, which is available on the bottom of the *Validation Page* after completing and validating this form.

Number of Classes	1
Fee per class	\$275
Total Fee Due	\$275
* Total Paid Fees	\$275

Signature Information

Click to choose ONE [signature method](#):

☐ [Sign directly](#) ☐ [E-mail Text Form to second party for signature](#) ☐ [Handwritten pen-and-ink signature](#) ☐ [Submit application unsigned](#)

Electronic Signature

To electronically sign this application, enter any alpha/numeric characters (letters/numbers) of **your choosing**, preceded and followed by the forward slash (/) symbol. Most signatories enter their name between the two forward slashes; examples of acceptable "signatures" include: /john doe/; /jd/; or /123-4567/. The application may still be validated to check for missing information or errors even if the **signature** and **date signed** fields are left blank; however, you must specifically click the button for "Submit application unsigned," above.

DECLARATION

Read the following statements before signing. Acknowledge the statements by checking the boxes and signing below.

☐ If the applicant is filing the application based on use in commerce under 15 U.S.C. § 1051(a):

- The signatory believes that the applicant is the owner of the collective membership mark sought to be registered;
- The applicant is exercising legitimate control over the use of the mark in commerce by the members in connection with the collective membership organization in the application;
- The specimen(s) shows the mark as used by the members in connection with the collective membership organization in the application; and
- The facts set forth in the application are true.

If the applicant is filing the application based on an intent to use the mark in commerce under 15 U.S.C. § 1051(b), § 1126(d), and/or § 1126(e):

- The signatory believes that the applicant is entitled to exercise legitimate control over the use of the mark in commerce by the members;
- The applicant has a bona fide intention to exercise legitimate control over the use of the mark in commerce by the members in connection with the collective membership organization in the application; and
- The facts set forth in the application are true.

- ☐ To the best of the signatory's knowledge and belief, no other persons, except for the members, and, if applicable, concurrent users, have the right to use the mark in commerce, either in the identical form or in such near resemblance as to be likely, when used in connection with the collective membership organization of such other persons, to cause confusion or mistake, or to deceive.
- ☐ To the best of the signatory's knowledge, information, and belief, formed after an inquiry reasonable under the circumstances, the allegations and other factual contentions made above have evidentiary support.
- ☐ The signatory being warned that willful false statements and the like are punishable by fine or imprisonment, or both, under 18 U.S.C. § 1001, and that such willful false statements and the like may jeopardize the validity of the application or submission or any registration resulting

therefrom, declares that all statements made of his/her own knowledge are true and that all statements made on information and belief are believed to be true.	
* Signature	<input type="text"/>
* Date Signed	<input type="text"/> (MM/DD/YYYY)
* Signatory's Name	<input type="text"/>
* Signatory's Position	<input type="text"/>
	NOTE: Enter the appropriate title or the nature of the relationship to the applicant - if an individual, enter "Owner"; if an attorney, enter "Attorney of record, [specify at least one state] bar member" (e.g., Attorney of Record, New York bar member); if an authorized signatory of a business entity enter, e.g., "President," "Vice President," "General Partner" (if a partnership), or "Principal" (if a limited liability company).
Signatory's Phone Number	<input type="text"/>

NOTE: If there are multiple signatories, click on the "Add Signatory" button below, and repeat signature process. Otherwise, Click on the [Validate](#) button, or if necessary, the Go Back button.

<input type="button" value="Go Back"/>	<input type="button" value="Add Signatory"/>	<input type="button" value="Validate"/>
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Collective Membership Mark Form, Principal Register

Version 5.8

Fee Information

NOTE: The total fee is computed based on the filing option selected (regular TEAS or TEAS RF) and the number of classes in which the collective membership organization associated with the mark is classified.

NOTE: For an instructional video on the fee and signature information sections, [click here](#).

Note: Three payment options ([credit card](#), [automated deposit account](#), and [Electronic Funds Transfer](#)) will appear after clicking on the **Pay/Submit** button, which is available on the bottom of the *Validation Page* after completing and validating this form.

Number of Classes	1
Fee per class	\$275
Total Fee Due	\$275
* Total Paid Fees	\$275

Signature Information

Click to choose ONE [signature method](#):

☐ [Sign directly](#) ☐ [E-mail Text Form to second party for signature](#) ☐ [Handwritten pen-and-ink signature](#) ☐ [Submit application unsigned](#)

Text Form for E-Signatures

NOTE: The same person may sign the declaration on behalf of the other joint applicant(s), by merely making identical entries. The USPTO will presume that the one person who has signed was, in fact, authorized to sign on behalf of the other person(s).

[Signatory's Name](#)

[Signatory's Position](#)

NOTE: Enter the appropriate title or the nature of the relationship to the applicant - if an individual, enter "Owner"; if an attorney, enter "Attorney of record, [specify at least one state] bar member" (e.g., Attorney of Record, New York bar member); if an authorized signatory of a business entity enter, e.g., "President," "Vice President," "General Partner" (if a partnership), or "Principal" (if a limited liability company).

[Signatory's Phone Number](#)

NOTE: If there are multiple signatories, click on the "Add Signatory" button below, and repeat signature process. Otherwise, Click on the [Validate](#) button, or if necessary, the Go Back button.

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Fee Information

NOTE: The total fee is computed based on the filing option selected (regular TEAS or TEAS RF) and the number of classes in which the collective membership organization associated with the mark is classified.

NOTE: For an instructional video on the fee and signature information sections, [click here](#).

Note: Three payment options ([credit card](#), [automated deposit account](#), and [Electronic Funds Transfer](#)) will appear after clicking on the **Pay/Submit** button, which is available on the bottom of the *Validation Page* after completing and validating this form.

Number of Classes	1
Fee per class	\$275
Total Fee Due	\$275
* Total Paid Fees	\$275

Signature Information

Click to choose ONE [signature method](#):

☐ [Sign directly](#) ☐ [E-mail Text Form to second party for signature](#) ☐ [Handwritten pen-and-ink signature](#) ☐ [Submit application unsigned](#)

Text Form for Handwritten Signature Scanning

This option uses a [Text Form](#) (available after clicking on the Validate button) that will be signed by the proper signatory(ies) in the traditional "pen-and-ink" manner. Or, if you already have a signed declaration for this application, you can attach it directly here, rather than relying on the USPTO's text form version. **NOTE:** If you are using the Text Form approach, you must after validation save the application data, and then pull up the saved form to attach the scanned file for final submission.

Click on the **Browse/Choose File** button to select file that contains the scanned declaration/signature from your local drive. The scanned file should *only* include the declaration language with the appropriate signature information (signature, signatory's name, signatory's position, and signature date). Do **not** include the entire application, but do ensure that the boilerplate declaration language appears; *i.e.*, a signature by itself is *not* acceptable absent the required declaration language.

NOTE: The same person may sign the declaration on behalf of the other joint applicant(s), by merely making identical entries. The USPTO will presume that the one person who has signed was, in fact, authorized to sign on behalf of the other person(s).

* [Signatory's Name](#)

* [Signatory's Position](#)

NOTE: Enter the appropriate title or the nature of the relationship to the applicant - if an individual, enter "Owner"; if an attorney, enter "Attorney of record, [specify at least one state] bar member" (e.g., Attorney of Record, New York bar member); if an authorized signatory of a business entity enter, e.g., "President," "Vice President," "General Partner" (if a partnership), or "Principal" (if a limited liability company).

[Signatory's Phone Number](#)

NOTE: If there are multiple signatories, click on the "Add Signatory" button below, and repeat signature process. Otherwise, Click on the [Validate](#) button, or if necessary, the Go Back button.

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Number of Classes	1
Fee per class	\$275
Total Fee Due	\$275
* Total Paid Fees	\$275

Signature Information

Click to choose ONE [signature method](#):

☐ [Sign directly](#) ☐ [E-mail Text Form to second party for signature](#) ☐ [Handwritten pen-and-ink signature](#) ☐ [Submit application unsigned](#)

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Version 5.8 - Validation Page

On Wed Jan 25 11:59:09 EST 2017 You completed all mandatory fields and successfully validated the form. It has NOT been filed to the USPTO at this point. Please complete all steps below to submit the application.

NOTE: For an instructional video on the Validation Page, [click here](#).

■ **STEP 1:** Review the application data in various formats, by clicking on the phrases under Application Data. Use the print function within your browser to print these pages for your own records. If the Mark and Specimens appear huge, click [here](#).

Note: It is important that you review this information for accuracy and completeness now. Corrections after submission may not be permissible, thereby possibly affecting your legal rights.

Note: If you are using the e-signature approach or the handwritten pen-and-ink signature approach, you must click on the final link to access the specific "text form" for that purpose.

Application Data

■ [Input](#)

■ [Mark](#)

■ [XML File](#)

■ [Text Form](#)

■ **STEP 2:** If there are no errors and you are ready to file this application electronically, confirm the e-mail address for acknowledgment. Once you submit the form electronically, we will send an electronic acknowledgment of receipt to the e-mail address entered below. If no e-mail address appears, you must enter one. If we should send the acknowledgment to a different e-mail address, or to an additional address(es), please enter the proper address or additional address(es). For **multiple addresses/receipts**, please separate e-mail addresses by either a **semicolon** or a **comma**.

NOTE: This e-mail address is only for the purpose of receiving the acknowledgment that the transmission reached the USPTO, and is not related to the e-mail that will be used for correspondence purposes (although it could be the same address. The official e-mail address that the USPTO will use for any future communication is whatever appears in the specific correspondence section of the form.)

* E-mail for acknowledgment

To ensure we can deliver your e-mail confirmation successfully, please re-enter your **e-mail address(es)** here:

* E-mail for acknowledgment

■ **STEP 3:** To download and save the form data, click on the [Download Portable Data](#) button at the bottom of this page. The information will be saved to your local drive. To begin the submission process with saved data, you must open a new form, and click on the "Browse/Choose File" button displayed on the initial form wizard page, at "**[OPTIONAL]** To access previously-saved data, use the "Browse/Choose File" button below to access the file

from your local drive." REMINDER: Do **NOT** try to open the saved .obj/.xml form directly. You must return to the very first page of the form, as if starting a brand new form, and then use the specific "Browse/Choose File" button on that page to import the saved file. Clicking on the "Continue" button at the bottom of that first page will then properly open the saved version of your form.

■ **STEP 4:** Read and check the following:

Important Notice:

(1) Once you submit this application, we will not cancel the filing or refund your fee. The fee is a processing fee, which we do not refund even if we cannot issue a registration after our substantive review. This is true regardless of how soon after submission you might attempt to request cancellation of the filing. Therefore, please review **ALL** information carefully prior to transmission.

(2) All information you submit to the USPTO at any point in the application and/or registration process will become public record, including your name, phone number, e-mail address, and street address. By filing this application, you acknowledge that **YOU HAVE NO RIGHT TO CONFIDENTIALITY** in the information disclosed. The public will be able to view this information in the USPTO's on-line databases and through internet search engines and other on-line databases. This information will remain public even if the application is later abandoned or any resulting registration is surrendered, cancelled, or expired. To maintain confidentiality of banking or credit card information, only enter payment information in the secure portion of the site after validating your form. For any information that may be subject to copyright protection, by submitting it to the USPTO, the filer is representing that he or she has the authority to grant, and is granting, the USPTO permission to make the information available in its on-line database and in copies of the application or registration record.

(3) Be aware that private companies **not** associated with the USPTO often use trademark application and registration information from the USPTO's databases to [mail or e-mail trademark-related solicitations](#) (samples of non-USPTO solicitations included).

☐ If you have read and understand the above notice, please check the box before you click on the **Pay/Submit** button.

■ **STEP 5:** If you are ready to file electronically:

Click on the **Pay/Submit** button *below*, to access the site where you will select one of three possible payment methods. After successful entry of payment information, you can complete the submission to the USPTO. A valid transaction will result in a screen that says **SUCCESS!** Also, we will send an e-mail acknowledgment within 24 hours.

WARNING: Click on the Pay/Submit button **ONLY** if you are now entirely prepared to complete the Pay/Submit process. After clicking the button, you can **NOT** return to the form, since you will have left the TEAS site entirely. Once in the separate payment site, you **must** complete the Pay/Submit process within **30 minutes**. If you are not prepared to complete the process now, you should select the "Download Portable Data" option to save your form, and then complete the Pay/Submit process later. Or, if you have discovered any error, use the "Go Back to Modify" button to make a correction.

WARNING: Fee payments by credit card may **not** be made from 2 a.m. to 6 a.m. Sunday, Eastern Standard Time. If you are attempting to file during that specific period, you **must** use either (1) the deposit account or electronic funds transfer payment method; or (2) the "Download Portable Data" option to save your form, and then complete the Pay/Submit process later for a credit card payment.

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