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PTO Form 1683 (Rev 11/2012)
OMB No. 0651-0055 (Exp. 12/31/2018)

Combined Declaration of Use of Mark in Commerce and Application for Renewal of Registration of a Mark under Section 8 & 9

(15 U.S.C. §§ 1058 & 1059)

TEAS - Version 5.8 : 01/14/2017

Each hyperlinked term links to relevant information that will appear in a pop-up window.

Important: ONCE THIS FORM IS SUBMITTED ELECTRONICALLY, THE USPTO WILL IMMEDIATELY PROVIDE THE SENDER WITH AN ELECTRONIC ACKNOWLEDGMENT OF RECEIPT. Please contact TEAS@uspto.gov if you do not receive this acknowledgment within 24 hours of transmission (or by the next business day).

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Contact Points:

For general trademark information, please e-mail TrademarkAssistanceCenter@uspto.gov, or telephone 1-800-786-9199. If you need 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. For status information, use <https://tsdr.uspto.gov>.

NOTE ABOUT STATUS CHECKS: Do NOT attempt to check the status of a filing until at least 72 hours after submission of the filing, to allow sufficient time for our databases to be updated.

Instructions

To file this form, please complete the following steps:

1. Fill out all fields for which information is known. Fields with a * symbol are mandatory for filing purposes and must be completed.
2. Validate the form, using the "Validate" button at the end of the form. If there are errors, go back to step 1.
3. Use the Pay/Submit button at the bottom of the validation screen. This will allow you to choose from 3 different [payment methods](#): credit card, automated deposit account, or electronic funds transfer. After accessing the proper screen for payment, and making the appropriate entries, you will receive a confirmation screen if your transmission is successful. Or, use the "Download Portable Data" button to save your work for submission at a later time.
4. You will receive an e-mail acknowledging receipt of your submission.

Registration Number:	
Mark:	
Registration Date	
Currently Authorized Correspondence E-mail Address	Primary Email Address:
	Secondary Email Address:

NOTE: If the correspondence information above includes an e-mail address that is no longer correct or contains a typographical error, please use this form to update or correct the e-mail address AND reauthorize the USPTO to communicate with you by e-mail. If the correspondence information above does NOT include an e-mail address, you are encouraged to use this form to enter an e-mail address and provide authorization for the USPTO to communicate with you by e-mail, which would enable you to be notified immediately when an Office action or official notice issues. It is important that you maintain a current e-mail address with the USPTO so that you are able to receive critical correspondence. For assistance in resolving any technical issues with this process, please contact TEAS@uspto.gov.

1. Is an [attorney](#) filing this form?

NOTE: The USPTO considers powers of attorney to **end** upon: (1) the date of registration; or (2) the final acceptance or denial of a required post-registration filing. Therefore, if you answer YES to this question and file this form, the USPTO will presume that you are the owner's attorney. This filing will automatically update the "Attorney of Record" and the "Correspondence Address" data fields in the USPTO's [Trademark Status & Document Retrieval \(TSDR\)](#) system. After submission of this form, you do not need to file a separate Appointment of Attorney form or Change of Correspondence Address form. Once the USPTO recognizes an attorney with respect to the submission of a required post-registration filing, such as an affidavit/declaration under Section 8, an application for renewal under Section 9, etc., the USPTO will recognize only that attorney for [all submissions related to that filing](#), such as responses to Office actions, petitions, etc., unless and until the owner revokes and appoints a new power of attorney or the filing is completely resolved (e.g., by acceptance, renewal, or abandonment).

Yes No

2. Do you want to appoint a [Domestic Representative](#)?

Yes No

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Owner Information

Check this box to **modify** the owner name that appears below if the name does not identify the current owner of the registration.
 Note: If this change relates to a change in the correspondence address or e-mail, please use the "Correspondence Information" section of this form

WARNING: If the entity or person whose name appears immediately above is not the current owner of the registration, you must change the owner information prior to transmission of this form. Please explain any change you make in the "Miscellaneous Statement" field to avoid the possibility of an Office action being issued.

1. Transfer of Mark

If there has been a transfer of ownership, you should record this transfer with the Assignment Recordation Branch. This can be filed through the USPTO website at <http://etas.uspto.gov>. In the alternative, you may submit evidence of the change in ownership without recording it, by either submitting a copy of the document transferring ownership, or an explanation of the transfer, supported by an affidavit or declaration under 37 C.F.R. §2.20. However, the USPTO records will not be updated and the notice of acceptance and renewal will not issue in the correct owner name unless you record the transfer with the Assignment Recordation Branch.

*Name

2. Mistake in owner name

If there is a minor error in the owner's name, such as punctuation, spacing, or adding or removing "The," this mistake may be corrected on the form with an explanation. Note that other errors in the owner's name may be corrected, but require a separately-filed [Section 7 Request for Correction](#).

NOTE: You may not add a different owner or designate another legal entity as the owner. For examples of correctable errors, see [TMEP § 1201.02\(c\)](#).

To enter the change in the owner name:

- (1) check the box above (top) that appears to the left of the words "Check this box to modify the owner name that appears below if the name does not identify the current owner of the registration.";
- (2) delete the name that appears immediately above;
- (3) type in the name of the current owner of the application; and
- (4) explain why you are changing the owner in the "Miscellaneous Statement" field.

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

* **Entity Type**

- [Individual](#)
- [Corporation](#)
- [Limited Liability Company](#)
- [Partnership](#)
- [Limited Partnership](#)
- [Joint Venture](#)

Country of
 Citizenship

Country

Note: You may correct an error or omission in the original listing. However, if the State/Country of Incorporation has actually changed, you should file an [assignment document form PTO-1594](#).

- [Sole Proprietorship](#)
- [Trust](#)
- [Estate](#)
- [Other](#)

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. owners only)

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

* Zip/Postal Code

(Required for U.S. owners only)

Phone Number

Fax Number

Internet
E-mail Address

While you may list an e-mail address for the owner, the owner's attorney, and/or the owner's domestic representative, **only one e-mail address may be used for correspondence, in accordance with [USPTO policy](#)**. The owner must keep this address current in the USPTO's records.

Check here to [authorize](#) the USPTO to communicate with the owner via e-mail.

NOTE: By checking this box, the owner acknowledges that it is solely responsible for receipt of USPTO documents sent via e-mail. The owner should periodically check the status of its application through the [TSDR](#) system, to see if the USPTO 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 owner's security or anti-spam software, or any problems within the owner's e-mail system. All sent actions can be viewed on-line, via the [TSDR](#) system.

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Correspondence Information	
* Correspondent Name	<input style="width: 95%;" type="text"/>
<u>Firm Name</u>	<input style="width: 95%;" type="text"/>
<u>Docket/Reference Number</u>	<input style="width: 95%;" type="text"/> <small>NOTE: You must limit your entry here to no more than 12 characters.</small>
<u>Internal Address</u>	<input style="width: 95%;" type="text"/> <input style="width: 95%;" type="text"/>
* <u>Street Address</u>	<small>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.</small>
* <u>City</u>	<input style="width: 95%;" type="text"/> <small>NOTE: You must limit your entry here to no more than 22 characters.</small>
* <u>State</u> <small>(Required for U.S. addresses only)</small>	<input style="width: 95%;" type="text" value="State"/> <small>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.</small>
* <u>Country or U.S. Territories</u>	<input style="width: 95%;" type="text" value="Country or U S Territory"/>
* <u>Zip/Postal Code</u> <small>(Required for U.S. addresses only)</small>	<input style="width: 95%;" type="text"/>
<u>Phone Number</u>	<input style="width: 95%;" type="text"/>
<u>Fax Number</u>	<input style="width: 95%;" type="text"/>
<u>Internet E-mail Address</u>	Primary Email Address <input style="width: 95%;" type="text"/> Secondary Email Address(es) <input style="width: 95%;" type="text"/> Enter up to 4 addresses, separated by either a semicolon or a comma . <input type="checkbox"/> Check here to authorize the USPTO to communicate with the owner or its representative via e-mail. <small>NOTE: While you may list an e-mail address for the owner, the owner's attorney, and/or the owner's domestic representative, only one e-mail address may be used for correspondence, in accordance with USPTO policy. You must keep this address current in the USPTO's records. NOTE: By checking this box, you acknowledge sole responsibility for receipt of USPTO documents sent via e-mail. You should periodically check the status of</small>

your filing through the [TSDR](#) system, to see if the Post Registration Division 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 e-mail security or anti-spam software, or any other problems with your e-mail system. All sent actions can be viewed on-line, via the [TSDR](#) system.

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Goods/Services/Collective Membership Organization Information

WARNING: Registration Subject to Cancellation for Fraudulent Statements

You must ensure that statements made in filings to the USPTO are accurate, as inaccuracies may result in the cancellation of a trademark registration. The lack of use on all goods/services, or to indicate membership in the collective organization for which you claim use in a post-registration filing with the USPTO could jeopardize the validity of the registration and result in its cancellation.

Enter information for the Class

* International Class: 007

Current listing of goods/services/nature of the collective membership organization:

The mark is in use in commerce on or in connection with **all** goods/all services/to indicate membership in the collective membership organization listed in the existing registration for this class; or, the owner is claiming [excusable nonuse](#) for this entire class.

This filing does **not** cover this specific class. This entire class is to be permanently **deleted** from the registration. **WARNING:** This class will be permanently deleted from the registration and may NOT be reinserted.

Deleted Goods/Services: This filing does **NOT** cover the following goods/services for this specific class listed in the registration, and these goods/services are to be permanently **deleted** (removed) from the registration: **WARNING:** Any item listed below will be permanently deleted from the registration and at that point may NOT be reinserted.

LEAVE THIS SPACE BLANK IF THE MARK IS IN USE IN COMMERCE ON OR IN CONNECTION WITH ALL THE GOODS/SERVICES OR TO INDICATE MEMBERSHIP IN THE COLLECTIVE MEMBERSHIP ORGANIZATION IN THE EXISTING REGISTRATION FOR THIS SPECIFIC CLASS, OR IF THE OWNER IS CLAIMING EXCUSABLE NONUSE FOR ALL THE GOODS/SERVICES/COLLECTIVE MEMBERSHIP ORGANIZATION FOR THIS SPECIFIC CLASS. LIST THE GOODS OR SERVICES TO BE DELETED (REMOVED).

Remaining Goods/Services: The mark is in use in commerce on or in connection with the following goods/services listed in the existing registration for this specific class; or if the owner is claiming [excusable nonuse](#), list those specific goods/services to which the claim applies, following the specific instructions [here](#):

ENTER HOW THE COMPLETE "FINAL" LISTING SHOULD APPEAR THAT WILL IDENTIFY THE GOODS/SERVICES WITH WHICH THE MARK IS IN USE IN COMMERCE OR FOR WHICH THE OWNER IS CLAIMING EXCUSABLE NONUSE (FOLLOW INSTRUCTIONS IDENTIFIED ABOVE) FOR THIS SPECIFIC REGISTRATION (i.e., ENTER THE LISTING WITH THOSE GOODS/ SERVICES IDENTIFIED IN THE PRECEDING BOX REMOVED). WHILE YOU MAY MODIFY THE CURRENT LISTING EITHER TO CLARIFY OR LIMIT GOODS/SERVICES/THE NATURE OF THE COLLECTIVE MEMBERSHIP ORGANIZATION, OR TO REMOVE GOODS/SERVICES, YOU MAY NOT AT THIS POINT ADD TO, OR BROADEN, THE GOODS/SERVICES/NATURE OF THE COLLECTIVE MEMBERSHIP

ORGANIZATION OR OTHERWISE AMEND THE GOODS/SERVICES/NATURE OF THE COLLECTIVE MEMBERSHIP ORGANIZATION BEYOND THE SCOPE OF THAT IN THE REGISTRATION.

Use Information

NOTE: If deleting an entire class, you can by-pass any fields listed therein as being "mandatory."

***Specimen File:** A specimen is required showing the mark in use in commerce for each class in the registration. For an **instructional video** on what is an appropriate trademark or service mark specimen for a good or service, click [here](#). (To view video, you must have Windows Media Player installed. For information about downloading Windows Media Player, click [here](#).)

NOTE: For attachment, the JPG/PDF image file(s) showing the specimen(s) must be on your local drive. The Specimen File should show the *overall context* of how the mark is used, e.g., on the packaging for the goods or in an advertisement for services, or on decals for use by members for collective membership marks, with the mark clearly displayed thereon or within. This image file should **NOT** show *only* the mark by itself.

To attach your specimen showing use of your mark on the goods or services in your registration:

*Click on the 'Attach' button to select the file in JPG/PDF format (not exceeding 5 megabytes per attachment for JPG or 30 megabytes per attachment for PDF) or .WAV, .WMV, .WMA, .MP3, .MPG, or .AVI format (not exceeding 5 megabytes for sound files or 30 megabytes for motion files).

1file(s) attached

***Describe what the attached specimen consists of:**

Excusable Nonuse Explanation:

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The following error(s) have been detected in the form, which **must** be corrected.
 You must select your entry directly from the provided Representative's State pull-down list.

Domestic Representative Information

The owner **may** appoint a Domestic Representative if the owner's address is outside the United States. The following is hereby appointed owner's representative upon whom notice or process in the proceedings affecting the mark may be served.

* **Representative's Name**

Firm Name

Docket/Reference Number

NOTE: You must limit your entry here to no more than 12 characters.

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**

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.

* **Zip Code**

Phone Number

Fax Number

Check here to [authorize](#) the USPTO to communicate with the owner or its representative via e-mail.

[Internet
E-mail Address](#)

NOTE: While you may list an e-mail address for the owner, the owner's attorney, and/or the owner's domestic representative, **only** one e-mail address may be used for correspondence, in accordance with [USPTO policy](#). You must keep this address current in the USPTO's records. NOTE: By checking this box, you acknowledge sole responsibility for receipt of USPTO documents sent via e-mail. You should periodically check the status of the filing through the [ISDR](#) system, to see if the Post Registration Division 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 e-mail security or anti-spam software, or any other problems with your e-mail system. All sent actions can be viewed on-line, via the [ISDR](#) system.

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Miscellaneous Information

To attach your file, please note that:

*Click on the 'Attach' button to select the file in JPG/PDF format (not exceeding 5 megabytes per attachment for JPG or 30 megabytes per attachment for PDF) or .WAV, .WMV, .WMA, .MP3, .MPG, or .AVI format (not exceeding 5 megabytes for sound files or 30 megabytes for motion files).

[Click here to Attach/Remove Miscellaneous](#)

1file(s) attached

Miscellaneous Statement: Enter information for which no other section of the form is appropriate.

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Fee Information

Amount Combined §§ 8 & 9 Declaration/Application Filing Fee: \$425

Number of Classes

Note: The filing fee is computed based on the Number of Classes in which the goods/services/collective membership organization associated with the mark are classified.

Combined §§ 8 & 9 Declaration/Application Filing Fee
 (Number of Classes x \$425 (per class)) \$

Grace Period Fee: \$200
 (if filing during the six-month grace period, enter the Combined §§ 8 & 9 Declaration/Application Grace Period Fee)

Grace Period Fee
 (Number of Classes x \$200 (per class)) \$

Total Fee Paid
 (Note: The total fees paid is the sum of the Combined §§ 8 & 9 Declaration/Application filing fee due and the grace period fee due, if applicable.)

Amount Combined §§ 8 & 9 Declaration/Application Filing fee + Grace Period fee \$

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.

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Signature Information

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

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

Electronic Signature

To electronically sign this document, 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/.

DECLARATION

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

- Unless the owner has specifically claimed excusable nonuse, the mark is in use in commerce on or in connection with the goods/services or to indicate membership in the collective membership organization identified above, as evidenced by the attached specimen(s).
- The specimen(s) shows the mark as currently used in commerce on or in connection with the goods/services/collective membership organization.
- The registrant requests that the registration be renewed for the goods/services/collective organization identified above.
- 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 this submission, declares that all statements made of his/her own knowledge are true and all statements made on information and belief are believed to be true.

* Signature	<input style="width: 95%;" type="text"/>	* Date Signed	<input style="width: 95%;" type="text"/> (MM/DD/YYYY)
NOTE: Only one signature is required, regardless of the number of owners.			
* Signatory's Name	<input style="width: 95%;" type="text"/>		
* Signatory's Position	<input style="width: 95%;" type="text"/>		
NOTE: Enter the appropriate title or the nature of the relationship to the owner - 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](#)

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Add Signatory

Validate

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Mon Feb 06 13:27:33 EST 2017



On Monday, February 6, 2017, from 12:01 a.m. until 5:00 a.m. ET, TEAS and TEASi will be unavailable due to system maintenance. Please be advised that if the deadline for filing your document is today and you cannot file due to an outage, you must use an alternative method of filing to ensure that the document is timely received. Information on alternative filing and payment methods for common document types is available at: http://www.uspto.gov/trademarks/teas/TEAS_outage.jsp.

Navigation History: [Wizard](#) > [Mark Info](#) > [Owner](#) > [Goods/Services](#) > [Correspondence](#) > [Domestic Representative](#) > [Miscellaneous Statement](#) > [Fee](#) > Signature

Under the Paperwork Reduction Act of 1995 no persons are required to respond to a collection of information unless it displays a valid OMB control number.
 PTO Form 1683 (Rev 11/2012)
 OMB No. 0651-0055 (Exp. 12/31/2018)

Combined Declaration of Use of Mark in Commerce and Application for Renewal of Registration of a Mark under Section 8 & 9

(15 U.S.C. §§ 1058 & 1059)

TEAS - Version 5.8 : 01/14/2017

Signature Information

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

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

Text Form for E-Signatures

NOTE: Only one signature is required, regardless of the number of owners. If necessary, the actual signatory may complete the following fields directly on the Text Form, if you do not know who will be signing the form.

Signatory's Name	<input style="width: 95%;" type="text"/>
Signatory's Position	<input style="width: 95%;" type="text"/> NOTE: Enter the appropriate title or the nature of the relationship to the owner/holder - if an individual, enter "Owner" or "Holder, " as applicable; 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 style="width: 95%;" type="text"/>

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Mon Feb 06 13:27:53 EST 2017



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Navigation History: [Wizard](#) > [Mark Info](#) > [Owner](#) > [Goods/Services](#) > [Correspondence](#) > [Domestic Representative](#) > [Miscellaneous Statement](#) > [Fee](#) > [Signature](#)

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TEAS - Version 5.8 : 01/14/2017

Signature Information

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

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

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 JPG/PDF image 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: Only one signature is required, regardless of the number of owners.

* [Signatory's Name](#)

* [Signatory's Position](#)

NOTE: Enter the appropriate title or the nature of the relationship to the owner - 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](#)

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On Mon Feb 06 13:28:13 EST 2017 You completed all mandatory fields (but we have not yet determined whether the information is correct). Please continue below either to print Combined Declaration of Use and/or Excusable Nonuse/Application for Renewal of Registration of a Mark under Sections 8 & 9, download and save it, or actually electronically pay the filing fee and submit the validated Combined Declaration of Use and/or Excusable Nonuse/Application for Renewal of Registration of a Mark under Sections 8 & 9 to the USPTO for filing.

■ **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.

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.

Application Data

Input	Specimen(s)	Miscellaneous Attachment(s)	XML File	Text Form
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■ **STEP 2:** If any of the information is incorrect, click on the Go Back to Modify button below to make changes; then re-validate using the Validate button at the bottom of the Combined Declaration of Use and/or Excusable Nonuse/Application for Renewal of Registration of a Mark under Sections 8 & 9. If there are no errors and you are ready to file electronically, first use your print function within your browser to print each of these pages for your own records. Then, click on the Pay/Submit button below. This will bring up a screen for you to enter the appropriate payment information. After successful entry of the payment information, you will be able to complete the submission to the USPTO.

■ **STEP 3:** If there are no errors and you are ready to file this response electronically, confirm the e-mail address for acknowledgment. Once you submit a response 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 communication is whatever appears in the record for that purpose. If necessary, use the Change of Correspondence address form to update an e-mail address, as it will NOT be changed based on the specific entry below.

* 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 4:** Read and check the following:

Important Notice:

(1) Once you submit a Combined Declaration of Use and/or Excusable Nonuse/Application for Renewal of Registration of a Mark under Sections 8 & 9, either electronically or through the mail, we will not refund your fee, because it is a processing fee for our substantive review.

(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 document, 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 abandoned or any 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:** 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 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 6:** 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 below **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: You can **NOT** make any fee payments by *credit card* from 2 a.m. to 6 a.m. Sunday EST. To file during this specific period, you **must** use either the deposit account or electronic funds transfer payment method; or, you may use the "Download Portable Data" option to save your form, and then complete the Pay/Submit process at a later time with the credit card payment option.

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