EFS-Web:
Patent electronic application filing
Agenda

• **EFS-Web**: Electronic *filing* system for patents
• **PAIR**: Patent Application Information *Retrieval* system
• Getting started
• Authentication method
• Additional guidance on the EFS-Web & PAIR systems can be found in the following short video: [www.youtube.com/watch?v=JAs6Dptx2Y](www.youtube.com/watch?v=JAs6Dptx2Y)
EFS-Web overview

- The USPTO’s web-based electronic filing system (EFS-Web) for patent application submissions
- Immediately routes documents to USPTO internal systems
- Generates acknowledgement receipt to show that the USPTO has received the submission
- Reduces manual processing and minimizes paper waste
- Processes faster by avoiding wait times associated with conventional mailing
- Allows for saving submission package to complete, review, or submit at a later time
PAIR overview

• **Public PAIR:** Public applications, published applications, and issued patents

• **Private PAIR:** Applications (published and unpublished) and issued patents, which are associated with the Customer Number, PAIR Administration
Getting started –
Obtain a Customer Number (Step 1)

• To get your unique Customer Number:
  – Complete the Request for Customer Number Form PTO/SB/125A.
    • The form is available at: www.uspto.gov/sites/default/files/documents/sb0125.pdf
  – Fax it to the completed form to: EBC at 571-273-0177 or
  – Mail the completed form to:
    Mail Stop CN
    Commissioner for Patents
    P.O. Box 1450
    Alexandria, VA 22313-1450
Getting started – USPTO.gov accounts (step 2)

Verified USPTO.gov accounts uniquely identify you and allows secure access to your patent data. Follow the new verification process.

The patent electronic verification can be downloaded from:

Mail the Notarized form to:
Mail Stop EBC
Commissioner for Patents
P.O. Box 1450
Alexandria, Va. 22313-1450
Electronic filing process

Access EFS-Web as unregistered filer

Access EFS-Web as a registered filer

Choose filing type

Enter applicant information (For new applications only)

Attach & index patent application documents

Review documents

Calculate fees (May be deferred)

Confirm & submit

Pay fees (May be deferred)

Receive acknowledgement receipt

Access filing in Private PAIR (Only for registered filers)
Sign-in with USPTO.gov account

To access the EFS-Web system or the private PAIR system, sign in with your USPTO.gov account.

For EFS-Web: https://efs-my.uspto.gov/EFSWebUIRegistered/EFSWebRegistered

For Private PAIR: https://ppair-my.uspto.gov/pair/PrivatePair
Select second step authentication

Two-step authentication provides an extra layer of security to your account by requiring you to enter a authentication code.

Note: Two-step authentication may be required in order to access certain areas within the site.

Receive code via:

- Email (pcp**********02@gmail.com)
- Code generator (Authenticator app)

Next
Enter authentication code

Note: By selecting the checkbox that “this is a computer that I trust and use regularly,” the second step authentication will be valid for 24 hours after the initial sign-in. If you are logged out after 30 minutes of inactivity, you will only need to use your first factor, email and password, to authenticate back into EFS-Web and PAIR.
EFS–Web registered

Certify your identity

Select application type
EFS-Web application data

Select ADS submission type

Enter title of invention

Enter inventor name

Enter Customer Number or correspondence address
EFS-Web attach documents

Attach files

Select document description

Filter by category

Bibliographic data is echoed back to applicant

Delete files

Users are advised not to submit credit card payment form PTO-2038 via EFS-Web. Submission of the credit card payment form via EFS-Web may result in the form being included with the patent or trademark records open for public inspection. Users choosing to use a credit card should instead utilize the on-line payment method available through EFS-Web.
EFS-Web acknowledgment receipt

The USPTO has received your submission at 13:15:06 Eastern Time on 29-SEP-2015.

No fees have been paid for this submission. Please remember to pay any required fees on time to prevent abandonment of your application.

Important application information:
- **EFS ID**: 23633588
- **Application Number**: 59957356
- **Confirmation Number**: 1002
- **Title of Invention**: Test Application
- **First Named Inventor**: Test Test
- **Customer Number or Correspondence Address**: 59
- **Attorney Docket Number**: 29-SEP-2015
- **Application Type**: Utility under 35 USC 111(a)

Post-submission options:
- E-mail Receipt Info
- Print Receipt
- Save Receipt
- File Another Application
- File an Assignment of Ownership
- Pay Maintenance Fees
- Access Private PAIR

Date and time stamp:
Private PAIR access

Search for Application:

Choose type of number:
- Application Number (EXAMPLE: 99999999 or 99/99999)
- Control Number
- Patent Number
- PCT Number (EXAMPLE: PCT/CCYY/99999 or PCT/CCYYYY/99999)
- Publication Number
- International Design Registration Number (EXAMPLE: DM/999999)
- Search by Attorney Docket Number

Enter Number:  

Search by Customer Number:

PAIR Administration:
Accessing information within PAIR

• Application data is the default data display.
• Select a “tab” to access other data.
• Private PAIR will display same tabs in addition to others.
Additional information

• Filing online:
  – www.uspto.gov/patents-application-process/file-online

• Application status:
  – www.uspto.gov/patents-application-process/check-filing-status-your-patent-application

• Quick Clinic video:
  – www.youtube.com/watch?v=JAAaS6Dptx2Y
Electronic Business Center (EBC) offers in-depth technical support to external users of the USPTO’s Patent e-Commerce systems.

The EBC can assist with:
- Submitting your patent application via EFS-Web
- Viewing application information in Public and Private PAIR
- Searching for patents in AppFT and PatFT
- Digital certificate, customer number issues and assistance
- Java and web browser problems
- Technical problems or errors with your patent application
- PDX/DAS registration inquires and issues
- Technical problems with biotech tools such as PatentIn and Checker

**Hours**
Monday – Friday, 6 a.m. to midnight ET, except federal holidays

**Contact info**
- Toll-Free: 866-217-9197
- Local: 571-272-4100
- ebc@uspto.gov
For more information

• Contact the Pro Se Assistance Center:
  – 866-767-3848
  – innovationdevelopment@uspto.gov

• Visit our Website:
  – https://www.uspto.gov/patents-getting-started/using-legal-services/pro-se-assistance-program