



United States Patent and Trademark Office e-Office Action Program



E-MAIL NOTIFICATION FOR OFFICE COMMUNICATIONS

The voluntary Electronic Office (e-Office) Action program provides patent applicants of the United States Patent and Trademark Office (USPTO) with the option of receiving e-mail notification when new Office communications have been prepared and are accessible in Private PAIR. The e-Office Action program is designed to be a flexible alternative to receiving mailed paper copies of Office communications. Program participation is optional and is based on patent applications associated to a customer number.

“Using e-Office Action has made our practice more efficient. It is great to be immediately notified by e-mail as soon as a new communication is issued by the USPTO. It means we do not wait for the Office Action to arrive in the mail, which can take several days for those of us on the West Coast. We can access the communications immediately and report them to clients promptly. I also appreciate being able to tell, right in the e-mail notification, which case has received an action. It is especially helpful when I am away from the office to have the information right there on my Blackberry.”

-Karen Canady, Ph.D., Esq., Los Angeles, CA

LESS PAPER, IMPROVED PROCESSING

All e-Office Action participants can streamline their daily business practices with electronic access to new Office communications. Participants may experience many benefits including being able to receive e-mail notification and retrieve Office communications several days faster than postal mail. Program participants can also:

- Minimize risks associated with delayed or lost Office communication sent by mail.
- Reduce paper processing errors and costs.
- Expedite the availability of docketed Office communication in an electronic format.

EASY ACCESS TO OFFICE COMMUNICATIONS IN PRIVATE PAIR

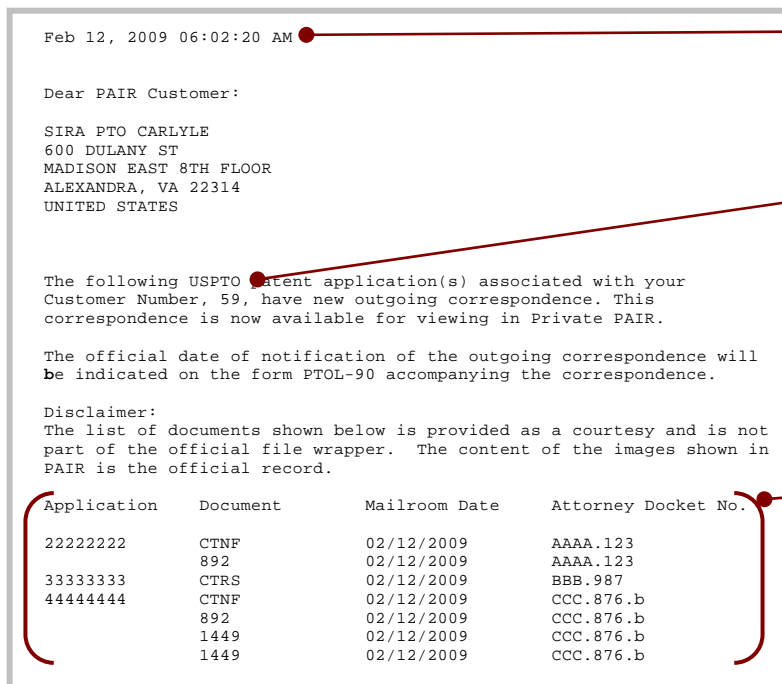
The USPTO will send a daily e-mail notification to an e-Office Action participant when a new Office communication is available in Private PAIR. The e-mail notification will provide comprehensive information regarding the new Office communication, which can easily be viewed or downloaded via Private PAIR. The downloaded Office communication is ready to be docketed.

FLEXIBLE PROGRAM FEATURES

Take advantage of the e-Office Action program's flexible features:

- Opt-in or out of the program by Customer Number at any time.
- Assign up to three valid e-mail addresses (to ensure complete personnel and office location coverage) to receive the e-mail notifications.
- Track history of e-Office Action events and view e-mail notification history.
- Receive “reminder” postcards for Office communications that require a response, and have not been viewed or downloaded after seven calendar days of e-mail notification.

E-OFFICE ACTION – SAMPLE NOTIFICATION



Date and Time Stamp of e-Mail Notification

Customer Number

Comprehensive Office Communication Details

APPLICATION TYPES INCLUDED IN E-OFFICE ACTION PROGRAM

- Provisional applications
- Non-provisional applications filed under 35 U.S.C. 111 (including utility, plant, design, and reissue applications)
- National stage applications filed under 35 U.S.C. 371.

APPLICATION TYPES AND PROCEEDINGS NOT INCLUDED IN E-OFFICE ACTION PROGRAM

- International applications that have not entered the national stage in the United States
- Reexamination proceedings
- Interference proceedings.

OPT-IN TO E-OFFICE ACTION PROGRAM

Access **Private PAIR** (<https://sportal.uspto.gov/authenticate/AuthenticateUserLocalEPF.html>). Select **“View Customer Number Details.”** Change your preference to **“Receive Correspondence Notification via e-mail”** on the Details for Customer Number page.

“I am thrilled with the e-Office Action program! It has streamlined our whole IP process and reduced our costs considerably. I think it is a great thing, and long overdue”

-Kevin Wills, Patent Attorney, Microvision, Inc., Redmond, WA

E-OFFICE ACTION PROGRAM SUPPORT

Full technical support for e-Office Action and PAIR is available 6 a.m. to midnight Eastern Time, Monday through Friday, through the Patent Electronic Business Center (EBC) at 866-217-9197 or by e-mail at ebc@uspto.gov.

To learn more about the e-Office Action program participation, training, and other program resources, please visit the e-Office Action Web site at <http://www.uspto.gov/ea/index.html>