

United States Patent and Trademark Office Public Search Facilities

The U.S. Patent and Trademark Office provides access to collections of patents, trademarks, and related materials in Public Search Facilities in Arlington, VA.

Reference materials are accessible in paper, microfilm, and electronic search format. Current and back issues of the patent and trademark *Official Gazettes* are available. *Official Gazettes* are published electronically each Tuesday to announce those patents being issued and those trademarks being registered or published for opposition. Historical case files may also be viewed.

The Patent Search Facilities' bulletin *Searching Patents* and the Trademark Search Library's bulletin *Searching Trademarks* are published monthly to provide public users with information about facilities and collections.

Public User Service Cards, required for access to all Public Search Facilities and on-line systems, are obtained at the Patent Search Room Reception Desk on a user's first visit. A valid government issued photo ID, such as a driver's license with a current address, must be provided to verify user information. There is a \$15 charge to replace forgotten or lost Service Cards.

A patron with a Public User Service Card may check out files to review, photocopy, or place on hold for subsequent review. Access to patent and trademark information on microfilm and automated search systems is available to the public without charge.

Self-service copiers, available at a charge of \$0.25 per page, require on-site purchase of a copy card. On-line automated print fees are collected at the workstation via on-line accounts opened at the Search Facility.

Staff members are available to assist customers in locating appropriate files and reference materials.

Patent Search Room

The Patent Search Room (PSR) provides access to electronic search of all U.S. patents issued from 1790 to the current week of issue.

Workstations provide automated searching of patents using the patent examiner systems Web-based Examiner Search Tool (WEST) and Examiner Automated Search Tool (EAST), the USPTO Internet site, and related applications. Full document text may be searched on U.S. patents issued since 1975 and OCR text from 1920 to 1970. U.S. patent images from 1790 to the present may be retrieved for viewing or printing. Some foreign patent documents are available in EAST and WEST.

Images of reexamination patent files can be printed from a stand-alone workstation. Print fees are collected via on-line accounts opened at the Search Facility.

A complete patent numeric order backfile is available on microfilm to 1999 and on CD-ROM from 2000 to date. *Official Gazettes*, *Annual Indexes* (of Inventors), the *Manual of Classification* and its subject matter index, and other search aids are available in printed form.

Patent Assignment are records of transactions that affect the ownership of patents. Microfilmed deeds, paper indexes, and automated search systems exist for accessing Patent Assignment records.

Reference Assistance

Trained Staff are available to assist users with questions during all open hours at no charge. Extensive patent search assistance or automated patent searching for a user by a patent facility staff member is available for \$40 per hour or fraction thereof, in addition to any search or print fees.

Print fees of \$0.25 per page are collected at the workstation from an on-line account set up at the PSR Cashier Window. Funds may be added to on-line accounts at the Cashier Window.

Print fees of \$0.25 per page for microfilm prints and photocopies are collected from a USPTO debit card which can be purchased at the PRS Cashier Window with a one-time fee of \$1.00 per card.

The Patent Search Room is open Monday to Friday (except Federal holidays) from 8:00 a.m. to 8:00 p.m.

Location: Crystal Plaza 3, Lobby Level
2021 South Clark Place
Arlington, VA 22202

For additional information, please call 703-308-9800.

Reference Assistance

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

The Trademark Search Library is open Monday to Friday (except Federal holidays) from 8:00 a.m. to 5:00 p.m.

Location: South Tower, Room 2B30
2900 Crystal Drive
Arlington, VA 22202

For additional information, please call 703-308-9800.

Trademark Search Library

The Trademark Search Library (TMSL) contains copies of all registered U.S. trademarks and pending applications.

On-line automated searching of live and dead trademarks is available using the trademark examining attorney automated systems X-Search, Trademark Trial and Appeal Board VUE (TTABVUE), Trademark Image Capture System (TICRS), and the Trademark Reporting and Monitoring System (PC-TRAM). Print fees are collected at the workstation via on-line accounts. Funds may be added to on-line accounts at the TMSL on-line desk.

Active trademark registrations are searchable in paper files in cross-referenced alphabetical sections and in design sections by international classification. Trademarks in numerical order are available in bound paper volumes and on microfilm.

Historical case files of trademark registrations may be requested in the TMSL or the Patent File Archive, but Trademark files are delivered only to the TMSL. Patent files are delivered only to the Patent File Archive. The Public User Service Card number is required to request and check out files to review or photocopy. Photocopying of all information, except bound volumes, is self-service at \$0.25 per page using a USPTO debit card.

Trademark assignment records of transactions affecting trademark ownership, microfilmed deeds, paper indexes, Cassis2 search tools, and automated search systems are also available.

Automated Systems Fees

There are no search fees on the automated systems. Print fees of \$.25 per page are collected at the workstation from an on-line account set up at the Search Facility.

Funds may be added to on-line accounts at the PSR Cashier Window and the TMSL on-line desk. Print fees of \$.25 per page from microfilm and for photocopying are collected from a USPTO debit card.

The Cashier Window near each facility issues new debit cards and adds funds to old cards and on-line accounts. The TMSL on-line desk on-line desks also processed credit card additions to on-line accounts.

Extensive patent search assistance or automated patent searching for a user by a patent facility staff member is available for \$40 per hour or fraction thereof, in addition to any search or print fees.

Remote Access

Patent and trademark data is searchable without coming to the USPTO campus on the Internet from the USPTO Web site at www.uspto.gov/. The Patent database has patent images from 1790 to the current week of issue retrievable by patent number and current U.S. Patent Classification, and text searchable from 1975 to the current issue week. The Trademark Electronic Search System (TESS) contains 2.9 million pending, registered, and dead Trademarks.

The nation-wide network of Patent and Trademark Depository Libraries (PTDLs) offer access to patent and trademark reference materials and search tools. Call 800-786-9199 or visit the USPTO Web site at <http://www.uspto.gov/go/ptdl/> to locate a PTDL near you.

Public Training Facility

Training is recommended before patrons use the sophisticated search systems.

Monthly public user training is offered for EAST, WEST, and X-Search systems. A pre-paid fee of \$25 reserves one seat in a class and includes one set of training materials. Additional materials or manuals may be purchased for \$25 each. Off-schedule three-hour personal training sessions are available at the USPTO for a fee of \$120.

Classes are conducted in the Public Training Center with hands-on workstation access. Most classes include supervised exercises.

Public users may check scheduling information at the PSR or TMSL on-line desks, the Public Training Center (call 703-308-3040), or on the USPTO Web site at www.uspto.gov/.

Public users may enroll for classes in person at the Public Training Center in Crystal Plaza 3 Room 2C04 by mail, or by fax. Class fees must be pre-paid.

To enroll in a class, complete the training application form available on-line indicating your selected payment method and your first and second choices of class dates. Forms with electronic payment information may be faxed to 703-308-2316 or mailed with payment to:

U.S. Patent and Trademark Office
ATTN: Public Search Facilities Division (CP3-2C04)
Box 1450
Alexandria, VA 22313-1450

You will be notified of your confirmed class date.

Please arrive one half-hour before class so you may obtain a Public User Service Card and password in the Patent Search Room (PSR). Bring a photo ID with you, such as a driver's license or a passport, with your current home address on it. User Service Cards are obtained at the PSR registration desk and passwords are provided at the PSR on-line desk.

Location: Crystal Plaza 3, Room 2C04
2021 South Clark Place
Arlington, VA 22202

For further training information, please contact the Public Training Facility at 703-308-3040, Monday to Friday (except Federal holidays) from 8:30 a.m. and 5:00 p.m.

Hours of Operation

All U.S. Patent and Trademark Office Public Search Facilities (PSF) in Arlington, VA are closed on weekends and Federal holidays. Visit the USPTO Web site at www.uspto.gov/web/offices/ac/ido/psd/index.html to confirm PSF hours of operation before your visit and to view the current training schedule.



Public Search Facilities

Arlington, Virginia

PUBLIC SEARCH SERVICES DIVISION
PUBLIC INFORMATION SERVICES
UNITED STATES PATENT AND TRADEMARK OFFICE
BOX 1450
ALEXANDRIA, VA 22313-1450

April 2004