

**PATENT LAW PRACTICE SUPPLEMENT**

Firm Name: \_\_\_\_\_ Policy No.: \_\_\_\_\_  
(as shown on your letterhead)

1. Provide a breakdown of the firm's **current** patent practice by showing the percentages that make up the Domestic and Foreign percentages listed in this application.

	<b>Domestic %:</b>	<b>Foreign %:</b>
Patent Litigation	_____	_____
Patent Prosecution	_____	_____
Patent Licensing	_____	_____
Infringement Counseling	_____	_____
Other, please describe _____	_____	_____
<b>Total (Domestic % + Foreign %) = 100%</b>		

If any of the work listed above is for foreign patent matters, please describe such work:

\_\_\_\_\_

\_\_\_\_\_

2. Please evaluate your five top patent clients with regard to the **# of Patents Held or Pending:**

<b>Client #</b>	1.	2.	3.	4.	5.
25 or more	—	—	—	—	—
5 - 24	—	—	—	—	—
0 - 4	—	—	—	—	—

**RISK MANAGEMENT PROCEDURES**

3. Does the firm have a computerized calendaring system to alert the appropriate responsible attorney to:
- a. Statutory bar dates? Yes \_\_\_ No \_\_\_
  - b. Fee due dates, whether outsourced or not? Yes \_\_\_ No \_\_\_
  - c. Response dates? Yes \_\_\_ No \_\_\_
4. With every new client of the firm, does the firm outline in an engagement letter the nature, scope and limitations of the proposed transaction(s)? Yes \_\_\_ No \_\_\_
5. Is the firm's responsibility for payment of maintenance fees, taxes or annuities clearly stated in an engagement letter? Yes \_\_\_ No \_\_\_
6. Does the firm's conflict of interest system allow for the cross-checking of conflicts between previous and existing clients, including all individual attorneys, and require sign off by all attorneys before individuals are allowed to bill to a new client file? Yes \_\_\_ No \_\_\_
7. Does the firm permit partners, other lawyers, employees or any of their immediate families to own stock, or any other equity interest in any patent client of the firm, outside of ownership of shares in a mutual fund?  
Yes \_\_\_ No \_\_\_

**If Yes**, does the firm require that partners, lawyers, employees or any of their immediate families obtain permission from the firm, before purchasing or selling any stock or any other equity interest in any patent client?  
Yes \_\_\_ No \_\_\_

8. Within the past 5 years, has the applicant provided professional services to patent clients in which **ANY FIRM MEMBER OR SPOUSE (INDIVIDUALLY OR COLLECTIVELY FOR 8b)**:

a. Served as an officer, director, trustee, employee or partner? Yes \_\_\_ No \_\_\_

b. Owned an equity or financial interest that exceeded 10% of the client's stock or financial value?  
Yes \_\_\_ No \_\_\_

9. Does the firm advise the client in writing to mark the patented product with the appropriate patent number?  
Yes \_\_\_ No \_\_\_

10. Does the firm outsource to other entities for:

a. Searches? Yes \_\_\_ No \_\_\_

b. Payment of Maintenance/Annuity Fees? Yes \_\_\_ No \_\_\_

**If Yes to a. or b.**

1. Does the firm verify the outsource entity's professional liability insurance coverage?  
Yes \_\_\_ No \_\_\_

#### **FOREIGN PATENTS**

11. Does the firm advise all patent clients of the implications on foreign filing deadlines resulting from patent applications previously filed in the U.S.? Yes \_\_\_ No \_\_\_ Not Applicable \_\_\_

**If Yes**, is such advice in writing? Yes \_\_\_ No \_\_\_

12. Does the firm advise all patent clients of the implications on U.S. filing deadlines resulting from patent applications previously filed in foreign countries? Yes \_\_\_ No \_\_\_ Not Applicable \_\_\_

**If Yes**, is such advice in writing? Yes \_\_\_ No \_\_\_

13. Does the firm advise foreign clients of requirements needed to satisfy any and all applicable rules of the U.S. Patent & Trademark Office? Yes \_\_\_ No \_\_\_ Not Applicable \_\_\_

**If Yes**, is such advice in writing? Yes \_\_\_ No \_\_\_

14. When the firm subcontracts out foreign patent filings, does the firm verify the subcontracted entity's professional liability coverage? Yes \_\_\_ No \_\_\_ Not Applicable \_\_\_

By: \_\_\_\_\_  
(Authorized representative of applicant and/or policyholder) Date

**WARNING: Any person who, with intent to defraud or knowing that he or she is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud. (O.R.C.-3999.21)**