

LAWYERS PROFESSIONAL LIABILITY

Intellectual Property Practice a. Intellectual Property Litigation b. Patent Infringement Counseling c. Patent Licensing d. Patent Prosecution e. Trademark Registration/Licensing g. Copyright Registration/Licensing h. Patent Searches Provide the following for the firm's largest five Intellectual Property clients: Provide the following for the firm's largest five Intellectual Property clients: Type of Business Sales Per Year Number of Patents Held or Pending Legal Services Provided Services Began 3. List the names of all lawyers engaged in Intellectual Property services during the last six years: Name Practice Specialty Years in this Specialty For the Past 12 Months Time for the Past Six Years 4. Are engagement, nonengagement and disengagement letters provided to all Intellectual Property clients?	1.	Provide a percentage breakdown of th			e firm's copyright, patent and trademark practi										
a. Intellectual Property Litigation b. Patent Infringement Counseling c. Patent Litecnsing d. Patent Prosecution e. Trademark Prosecution f. Trademark Registration/Licensing g. Copyright Registration/Licensing h. Patent Searches 2. Provide the following for the firm's largest five Intellectual Property clients: Type of Business Sales Per Year Number of Patents Legal Services Provided Services Began		Intellectual Property Pra	ellectual Property Practice												
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b. Is the responsibility for payment of maintenance fees, taxes or annuities clearly stated?	4.											_			
a. statutory bar dates?													No 🗌		
a. statutory bar dates?	5	Does the firm have a comput													
c. response dates?	J.	a. statutory bar dates?									No 🗌				
6. Who reviews the docket entries for accuracy? Check all that apply. Billing Partner Partner in Charge of Work Associate Paralegal Secretary 7. Does the firm outsource to other entities for Searches or Payment of Maintenance / Annuity Fees:		b. fee due dates, whether outsource													
Billing Partner Partner in Charge of Work Associate Paralegal Secretary 7. Does the firm outsource to other entities for Searches or Payment of Maintenance / Annuity Fees: Yes No a. Does the firm verify that the outsource entity carries professional liability insurance coverage? Yes No b. Does the firm obtain proof of insurance, such as a certificate of insurance? Yes No 8. How does the firm choose an outsource entity? Check all that apply. Review of Work Product Recommendations from Other Firms Yellow Pages Advertisements 9. Does the conflict avoidance system cross-check for conflicts between previous and existing clients? Yes No a. Is sign off by all attorneys required before a new client can be accepted? Yes No b. Does the firm allow equity interests with firm clients? Yes No c. Does any firm member or spouse have a position or equity interest with an Intellectual Property client? Yes No d. Has any firm member ever received or accepted royalties or shares in lieu of fees for services? Yes No 10. Are Opinion letters issued by the firm reviewed by at least one other attorney not associated with the matter? Yes No 11. Are client's advised in writing to mark the patented/trademarked product with the appropriate number or notice? Yes No		c. response dates?										No ∐			
7. Does the firm outsource to other entities for Searches or Payment of Maintenance / Annuity Fees:	6.														
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		_	to m	ark th	ne patented	d/tra	ademarked	product w	ith the ap	propriate i	number or not				

COPYRIGHT (Check Box if Not Applicable) 12. Does the firm's docket system include	dates for:	_	_
 a. Responses to an office action? 		Yes 🗌	No 🗌
	or applying for copyright registration once instruc		No 🗌
	from one client to another fully documented in w		
		iung:res 🗀	NO 🗀
	ure of specific dates of all printed publications, of filing of a patent application?		
16. Does the firm request in writing the clie	ent's intent to pursue or not to pursue a foreign pa	atent application?Yes	No 🗌
17. Does the firm request in writing the clie	nt's disclosure of patent applications filed in forei	gn countries?Yes	No 🗌
	uirements needed to satisfy the establishment		
 Does the firm disclose in writing to all p paid by the client to keep an application 	atent clients, all dates for payment of maintenand or patent in force?	ce fees, annual payments or annuYes	uities to be No □
	Patent Opinions rendered by the firm.		
•			
	ed, does the firm disclose the scope and extent o		
22. Does the firm guarantee patent opinion	s rendered?	Yes 🗌	No 🗌
	client and require the client's written agreement r GATT implementation legislation of June 8, 1998		
TRADEMARK (Check Box if Not Applicable			
 Does the firm's docket system advise r Response to all PTO actions? 	egarding dates for:	Yes 🗌	No 🗌
	n?		No 🗌
	egistration?		No ∐ No □
25. Does the firm:			
a. Perform searches of the records o	the PTO for trademarks?		No 🗌
	as publications and business indices for existing		No 🗌
c. Outsource the searching to an entd. Outsource the searching to an ent	ty to perform PTO searches?ty to search common law sources?	Yes 🗌	No ∐ No □
	s search is not guaranteed against all common la		No 🗌
27. Are transfers of ownership of trademar	ks from one entity to another fully documented in	writing?Yes	No 🗌
·	and properly recorded with the PTO?	-	No 🗌
	g of the use of proper trademark notice?		No □
The undersigned represents that the statem	ents set forth herein are true, complete and acculus I facts known, and agrees that this Supplemental	rate and that there has been no a	
Any person who includes any false or mand civil penalties.	isleading information on an application for a	n insurance policy is subject to	o criminal
Name of Applicant Firm	Signature of Partner, Officer and/or Owner	Date	
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