

**CHANGE OF ADDRESS FOR PRACTITIONERS**

You must provide a correspondence/business name, address and telephone number in the boxes below. Government employees must provide the name and address of the department or Government agency in the correspondence/business name, address and telephone number boxes. This will be published in accordance with 37 CFR § 11.11(a). Only your correspondence/business address and telephone number will be published. This address update form must be signed by the attorney or agent and include the registration number. **COMPLETE ALL LINES**

<b>NAME</b>	<b>Last Name</b>	<b>First Name</b>	<b>Middle Name</b>	<b>REGISTRATION/RECOGNITION NUMBER</b>
<input type="checkbox"/> Mr. <input type="checkbox"/> Ms.				

**CORRESPONDENCE/ BUSINESS ADDRESS**

<b>CORRESPONDENCE/ BUSINESS ADDRESS</b> (street, bldg., suite, etc.) This address will be used for official correspondence.	<b>CORRESPONDENCE/BUSINESS NAME</b> Employer, corporation, law firm, U.S. Government agency. Indicate if student or unemployed.

<b>CORRESPONDENCE/BUSINESS CITY</b>	<b>CORRESPONDENCE/BUSINESS STATE</b>	<b>CORRESPONDENCE/BUSINESS COUNTRY</b>	<b>CORRESPONDENCE/BUSINESS ZIP CODE</b>

<b>CORRESPONDENCE/BUSINESS TELEPHONE</b>	<b>E-MAIL (primary)</b>	<b>E-MAIL (secondary)</b>

**ALTERNATE/HOME ADDRESS**

<b>ALTERNATE/HOME ADDRESS</b>	<b>ALTERNATE/HOME PHONE NUMBER</b>

<b>ALTERNATE/HOME CITY</b>	<b>ALTERNATE/HOME STATE</b>	<b>ALTERNATE/HOME COUNTRY</b>	<b>ALTERNATE/HOME ZIP CODE</b>

Enclosed is the \$70.00 change of address fee set forth in 37 CFR § 1.21(a)(6)(ii).

This address change is for the roster of Attorneys and Agents and will not change the address of any applications in the patent process.

**Note: U.S. Government employees must list their agency address as their correspondence address.**

If you have any questions regarding your address of record in the Office of Enrollment and Discipline, please call (571) 272-4097.

**MAIL COMPLETED FORM TO:**

**Mail Stop OED  
U. S. Patent and Trademark Office  
PO Box 1450  
Alexandria, Virginia 22313-1450**

<b>SIGNATURE OF REGISTERED ATTORNEY OR AGENT (REQUIRED)</b>	<b>DATE</b>

Under the Paperwork Reduction Act of 1995, no person is required to respond to a collection of information unless it displays a valid OMB control number. This collection of information is required by 37 CFR §§ 11.5 through 11.11. This information is used by the public to register to practice before the United States Patent and Trademark Office (USPTO) and by the USPTO to determine the eligibility of the applicant to apply to register to practice before the USPTO. The information on this form will be treated confidentially to the extent allowed under the Privacy Act and the Freedom of Information Act (FOIA). Response to this information collection is voluntary; however, if you do not provide the requested information, the USPTO may not admit you to the registration examination or register you to practice before the USPTO. This form is estimated to take 30 minutes to complete, including gathering, preparing, and submitting the information on the application to the USPTO. Any comments on the amount of time required to complete this form and/or suggestions for reducing this burden, should be sent to the Chief Information Officer, United States Patent and Trademark Office. DO NOT SEND FEES OR COMPLETED FORMS TO THIS ADDRESS.

### **PRIVACY ACT STATEMENT**

The Privacy Act of 1974 (P.L. 93-579) requires that you be given certain information in connection with your submission of the attached form related to a patent application or patent. Accordingly, pursuant to the requirements of the Act, please be advised that: (1) the general authority for the collection of this information is 35 U.S.C. 2(b)(2); (2) furnishing of the information solicited is voluntary; and (3) the principal purpose for which the information is used by the U.S. Patent and Trademark Office is to process and/or examine your submission related to a patent application or patent. If you do not furnish the requested information, the U.S. Patent and Trademark Office may not be able to process and/or examine your submission, which may result in termination of proceedings or abandonment of the application or expiration of the patent.

The information provided by you in this form will be subject to the following routine uses:

1. The information on this form will be treated confidentially to the extent allowed under the Freedom of Information Act (5 U.S.C. 552) and the Privacy Act (5 U.S.C. 552a). Records from this system of records may be disclosed to the Department of Justice to determine whether disclosure of these records is required by the Freedom of Information Act.
2. A record from this system of records may be disclosed, as a routine use, in the course of presenting evidence to a court, magistrate, or administrative tribunal, including disclosures to opposing counsel in the course of settlement negotiations.
3. A record in this system of records may be disclosed, as a routine use, to a Member of Congress submitting a request involving an individual, to whom the record pertains, when the individual has requested assistance from the Member with respect to the subject matter of the record.
4. A record in this system of records may be disclosed, as a routine use, to a contractor of the Agency having need for the information in order to perform a contract. Recipients of information shall be required to comply with the requirements of the Privacy Act of 1974, as amended, pursuant to 5 U.S.C. 552a(m).
5. A record related to an International Application filed under the Patent Cooperation Treaty in this system of records may be disclosed, as a routine use, to the International Bureau of the World Intellectual Property Organization, pursuant to the Patent Cooperation Treaty.
6. A record in this system of records may be disclosed, as a routine use, to another federal agency for purposes of National Security review (35 U.S.C. 181) and for review pursuant to the Atomic Energy Act (42 U.S.C. 218(c)).
7. A record from this system of records may be disclosed, as a routine use, to the Administrator, General Services, or his/her designee, during an inspection of records conducted by GSA as part of that agency's responsibility to recommend improvements in records management practices and programs, under authority of 44 U.S.C. 2904 and 2906. Such disclosure shall be made in accordance with the GSA regulations governing inspection of records for this purpose, and any other relevant (i.e., GSA or Commerce) directive. Such disclosure shall not be used to make determinations about individuals.
8. A record from this system of records may be disclosed, as a routine use, to the public after either publication of the application pursuant to 35 U.S.C. 122(b) or issuance of a patent pursuant to 35 U.S.C. 151. Further, a record may be disclosed, subject to the limitations of 37 CFR 1.14, as a routine use, to the public if the record was filed in an application which became abandoned or in which the proceedings were terminated and which application is referenced by either a published application, an application open to public inspection or an issued patent.
9. A record from this system of records may be disclosed, as a routine use, to a Federal, State, or local law enforcement agency, if the USPTO becomes aware of a violation or potential violation of law or regulation.