## Electronic System for Trademark Trials and Appeals

View ESTTA technical requirements, new features and other important user guidelines

If you are using Internet Explorer, please ensure that the Compatibility View (Tools>Compatibility View settings) is disabled or not enabled.

Browse ESTTA forms and learn when and how to use them

<u>File Size Limits:</u> The maximum size for each attached file is 6 MB. A single ESTTA filing may comprise more than one attached file, totaling no more than 53 MB.

Please choose one of the following options to start filing a form for

•	Request for Extension of Time to File an Opposition  File a request for extension of time to file a notice of opposition, relinquish an extension, or other actions related to extensions of time to oppose.  Enter the application serial number to which the filing applies:  Start  Fees are required for certain requests for extension that can be filed using this form.	
•	File a New Proceeding Use these options to file a new opposition, cancellation or appeal from a final refusal to register. Choose your filing and enter the serial number of the application to be opposed, the registration number of the registration to be cancelled, or the serial number of the application to be appealed.	
	Type of filing:   ✓ Start	
	There is a filing fee associated with these forms.	
•	• <u>File Documents in a Board Proceeding</u> Use these options to file documents (motions, briefs, etc.) in an already existing opposition, cancellation, concurrent use, or appeal proceeding. Choose a filing option and enter the opposition number (91xxxxxx), cancellation number (92xxxxxx), concurrent use number (94xxxxx), or application serial number to which your filing applies.	
	Type of filing: Ex Parte Appeal (general filings)	
	Most filings do not require a fee.	

Start screen

# Electronic System for Trademark Trials and Appeals

 Ex parte Paper
 ESTTA v

 Navigation: Filing type - AppConfig data
 PTO-2189 (Exp. )

 OMB No. 0651-0040 (Exp. )
 OMB No. 0651-0040 (Exp. )

### **Application Data**

If this is the correct application, click 'Next' to proceed, otherwise click 'Cancel' to enter a new serial number.

Only parties to this proceeding or their attorneys may file papers.



Verify application screen

## Electronic System for Trademark Trials and Appeals

 Ex parte Paper
 ESTTA v.:

 Navigation: Filing type - AppConfig data - Paper
 PTO-2189 (Exp. )

 OMB No. 0851-0040 (Exp. )
 OMB No. 0851-0040 (Exp. )

#### **Identify Paper**

From the list of entries shown below, choose the one that best identifies the paper you are filing. You may make only one entry for each paper you are filing. Therefore, if your paper includes more than a single motion, choose the entry you consider the most relevant or significant. By choosing an entry from the list below, you will help the Board process your paper promptly, but if you cannot find an entry that describes your paper, choose "Other Motion or Paper" and provide a description of the paper.

	Request for Remand/Amendment
	O Applicant's Request to Consolidate
	O Applicant's Brief
	Examining Attorney's Brief
	O Applicant's Reply Brief
	Request For Oral Hearing
	Request for Suspension
Motion or Paper Type	Request For Extension of Time
	Appearance/Power of Attorney
	Change of Address
	Supplemental Brief
	Request for Reconsideration
	Request for Reconsideration from Final Board Decision
	O Appeal to CAFC
	O Appeal to District Court
Other Motions/Papers	0
Identify Other Motion in the text box	
Identify Other Motion in the text box	
Next Back Canc	el Save Session

# Electronic System for Trademark Trials and Appeals

Navigation: Filing type - AppConfig data - Paper - Attachments

ESTTA v. PTO-2189 (Exp. OMB No. 0851-0040 (Exp.

#### Attachments

#### Attach required legal documents

To attach your file(s):

- 1. Pre-filing checklist.
- Please make sure that the file name does not contain any special characters such as (!@#\$\%^&\*()\{}\).
- The maximum size for each attached file is 6 MB. A single ESTTA filing may comprise more than one attached file, totaling no more than 53 MB. Tips for attaching a large file.
- Choose the "Browse" button below and select a file in an <u>accepted format</u> (TIFF, PDF, or TXT) from your computer. (To attach a document saved in TIFF format, the document must first be saved using this extension: .tiff)
- The name of the file you want to attach should appear in the text box below. Click the "Attach File"
- 6. When you have attached all desired files, click "Next Screen" at the bottom of the page to proceed.



Attachment screen

# Electronic System for Trademark Trials and Appeals

Navigation: Filing type - AppConfig data - Paper - Attachments - Sign

ESTTA v. PTO-2189 (Exp. OMB No. 0851-0040 (Exp. )

### **Signature**

The submission must be signed by the filer. The Board will accept any combination of letters, numbers, spaces or punctuation marks as a valid signature if it is placed between two forward slash (/) symbols.

I	N THE UNITED STATES PATENT AND TRADEMARK OFFICE BEFORE THE TRADEMARK TRIAL AND APPEAL BOARD
Proceeding	
Applicant	
Applied for Mark	
Correspondence Address	
Submission	
Attachments	

#### Filer Information

 $Fill \ in \ the \ information \ below. \ You \ will \ receive \ an \ email \ confirmation \ of \ your \ filing \ within \ 24 \ hours.$ 

Filer's Signature *	
Filer's Name *	
Filer's Email Address *	Note: Multiple email addresses may be provided separated by comma and space
Date	
Next Back Can	cel Save Session

# Electronic System for Trademark Trials and Appeals

Navigation: Filing type - AppConfig data - Paper - Attachments - Sign - Validate

ESTTA v.: PTO-2189 (Exp. OMB No. 0851-0040 (Exp.

#### Validate and Submit

Review the information below and click on the "Submit" button if the information is correct. If you need to edit any information, go back to proper screen using navigation facilities on this web page and make your correction(s).

DO NOT USE THE BACK BUTTON ON YOUR BROWSER.

Proceeding	
Applicant	
Applied for Mark	
Correspondence Address	
Submission	
Attachments	
Filer's Name	
Filer's email	
Signature	
Date	

Validate and submit screen