

## Invention Description

**How Do I Describe My Invention and What do You Need from Me?** This Invention Disclosure form will help you organize your thoughts and describe your invention in a manner that will contribute to the patent application preparation process. Use your own words and just tell your story. If you need to copy, paste, erase, or add paragraphs to this form, please do so. Just click and type and make it as long as needed to answer.

**Invention Name:**

**Inventors.** Every person that contributed to the conceptualization of the invention is an inventor and all should be listed with the following information. It is not unusual to have two or three inventors.

1. **Name of the Primary Inventor who is to be listed first on any Patent.**

Address:

Telephone:

Facsimile:

Email:

Website:

2. **Name of Inventor 2:**

Address:

Telephone:

Facsimile:

Email:

Website:

**Date of Invention.** On what date did the idea of the invention become complete? An approximate date is ok if you don't know for sure.

**Reduction to Practice.** Has the invention been built? If so, on what date was it first operational?

**Publications.** Has the invention ever been described in any printed document, by anyone? This includes in any letter you may have sent trying to sell it, or any other patent application. If so, please provide whatever copies or specifics (date, magazine, etc.) you have on the publication.

**Public Use.** Have you ever talked about your invention in public, or shown it in public? If so, where and when?

**Sale.** Have you ever sold or attempted to sell the invention? If so, where and when?

**Invention Description.**

**Type.** Is it a device (machine) or a process?

**Function.** What does it do?

**How.** How does it work?

**Essentials.** What are the fewest (essential) components, or steps if a process, that make up the invention?

**Best Mode.** What additional components or steps make up the invention in its best embodiment?

**Component Functions.** What function does each component or step perform in the invention?

**Sketch.** If possible, make drawings (hand rendered are ok) to show your invention with its essential components. Dimensions are not required.

**Unique Components.** Describe any components that are unique to this invention and are not known in the field of the invention?

**Substitutions.** In what ways could the parts or steps be changed or equivalent parts substituted without changing the basic invention?

**Alternate Way of Doing Same Function.** Is it possible to make your invention in another way?

**Additional Components or Steps.** What could be added to make the invention work in other ways that could be useful?

**Today's Technology.** How is the purpose of the invention being satisfied today?

**Limits.** If you made changes to your specifications, at what limits of any size, temperature, pressure, etc., or changes in material of construction will your invention not work?

**Government or Employer.** Does the Government or your employer have any rights to your invention?

The Federal Government has rights in inventions made using government funds no matter if you are a primary contractor or a subcontractor?

Your employer may have rights in your invention if was developed in the course of your employment, on the subject matter of your employment, or using any facilities belonging to your employer?