



TRADEMARK INFORMATION FORM

Please fill out this Trademark Information Form completely and thoroughly. If more space is needed to answer the questions, please add additional pages.

1. OWNERSHIP. List the names of each trademark owner.

a. Name: _____

Mailing address: _____

E-mail address: _____

Telephone number: _____

b. Name: _____

Mailing address: _____

E-mail address: _____

Telephone number: _____

2. TRADEMARK.

a. What is the trademark? (e.g., word, letters or numbers, phrase/slogan, artwork/logo/design – a trademark may be whatever is being used (or will be used) to identify your product(s) or services(s)).

b. What date was the Trademark selected and decided, even if the Trademark has not been used yet? _____ (month/day/year)

c. Do you think you might want to register just the text/wording of the Trademark, or just the design/logo, or a combination of both? *Note: the attorney can give more information about the benefits of registering either of the formats.*

Register only text for Trademark.

Register only logo for Trademark.

I am not sure yet which format I want to register.

3. GOODS/SERVICES. What are the goods/products and/or services being used for or in connection with the Trademark? List all.

4. TRADEMARK EXPANSION.

a. What other goods/services do you plan (or hope) one day to expand into? List all.

b. Do you have an approximate date when you might start expanding your product/service line(s)? Yes No If **yes**, what is the approximate date?
_____ (month/day/year)

c. Do you plan (or hope) to use the same Trademark for those additional goods/services? Yes No

5. USE DATES. Have you already started using or displaying your Trademark in connection with the Goods/Services to the public? Yes No

a. If **no**, when do you anticipate being able to use/display the Trademark to the public?
_____ (month/day/year)

b. If **yes**,

i. What is the earliest 1st date the Trademark was used/displayed in Arkansas?
_____ (month/day/year)

ii. How was the Trademark used/displayed in Arkansas? (*e.g., Trademark used on labels, on product packaging, on the product itself; advertised on social media, website, or promotional materials (print or electronic).*)

iii. Provide a copy of the invoice, order request, or shipment information to first Arkansas customer.

c. If **yes**,

i. What is the earliest 1st date the Trademark was used/displayed in other states?
_____ (month/day/year)

ii. How and where was the Trademark used/displayed in other states? (*e.g., Trademark used on labels, on product packaging, on the product itself; advertised on social media, website, or promotional materials (print or electronic).*)

- iii. Provide a copy of the invoice, order request, or shipment information to first non-Arkansas customer.
- d. If **yes**, please e-mail me a .jpg or .pdf file showing use of the Trademark (or you may mail photos or printouts if you do not have access to e-mail; or if we are meeting in person, you may bring this information with you):
 - i. *For products*: send me a photo of the Trademark on the product, product packaging, or on a label attached to the product.
 - ii. *For services*: send me the website page, brochure, or other promotional materials that shows the Trademark and the services.

6. SEARCHING, CLEARANCE, REGISTRABILITY. Have you (or has anyone else on your behalf) conducted any of the following concerning the Trademark?

- a. **Internet Searching:** Initial searching the Internet to see if others are using a possible similar trademark for similar goods/services? Yes No If **yes**, what was the result or the trademark(s) found?

- b. **Searching U.S. Patent and Trademark Office Database:** Initial searching of the Trademark Office database to see if there are other trademark registrations or pending trademark applications for possibly similar trademarks for similar goods/services? Yes No

- i. If yes, what was the result or the trademark(s) found?

7. Other comments or questions: _____

Owner's signature	date	Owner's signature	date
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*If you have any questions, please let me know. Please return this completed Trademark Information Form, and any additional pages to Rashauna Norment at Rashauna@NormentLawFirm.com or Rashauna Norment Law Firm, PLLC
 P.O. Box 30309
 Little Rock, Arkansas 72260*

**Please note that I am not your attorney yet and I do not represent you until after an Engagement letter has been signed and you have paid the retainer; however, I do keep the information provided to me during Strategy Sessions confidential.*

