

Checklist for Patent filing

1. ZTM & BPD Unit

- a. Invention disclosure form

2. Patent Office

- a. Form 1(two original copies) Fees- Rs.8,800/- for 30 pages and 10 claims
 - i. Signature of All inventors required
 - ii. Full name of inventors with surname (no initial even for middle name)
 - iii. Applicant name and address- ICAR address
- b. Form 2(two original copies) (as per given format)
 - i. Provisional
 1. (without claims)
 2. for securing priority date
 - ii. Complete (description, abstract, drawing sheets, sequence listing in electronic form, NBA/ MTCC deposit details if any)
- c. Form 3 (two original copies) Fees- none
- d. Form 5 (two original copies) Fees- none
 - i. Signature of All inventors required
- e. Form 18 (Optional, can be filed anytime within 48 months from the priority date)
(Two original copies) Fees- Rs. 22,000/-

3. ICAR

- a. Declaration by inventors
 - i. Signature of All inventors required
- b. Undertaking(Annexure 1 of IPTM guidelines)
 - i. Signature of All inventors required

4. Others

- a. NBA form III
- b. Deposition details of MTCC
- c. Gene sequence in electronic form

Non Essential

- Form 9- Early publication, Fees- 13,750 Rs(For publication within one month)