**Invention Summary Form – Part 1: Text**

Together with the accompanying “[Invention Summary Form – Part 2: Drawings](https://4291780.fs1.hubspotusercontent-na1.net/hubfs/4291780/Invention%20disclosure%20form%20-%20Part%202%20%28Drawings%29.pptx)”, the purpose of this form is to provide you with an efficient way to convey information regarding your invention to a patent attorney at Mewburn Ellis LLP, and to provide them with the information needed to prepare a patent application for your idea. Once you have completed the form, please send it to mail@mewburn.com and we will find a patent attorney with an appropriate technical background to discuss next steps

Of course you can use this **invention summary form** for your own record keeping too.

**Please answer all of the questions set out below:**

**1. Formalities**

**1(a) Name and contact details (including email):**

This should be the name and contact details of the person(s) completing this form, including an email address.

*[Insert contact details here]*

**1(b) Invention reference/title**

Is there a particular reference/title you want us to use when referring to this invention? Make it meaningful but concise for maximum efficacy.

*[If so, insert details here]*

**1(c) In which country was the invention devised?**

It is important to know where the invention was made, as this may affect where the patent application needs to be filed.

*[Insert details here]*

**1(d) Is the invention still a secret (i.e. not in the public domain)? (Yes/No)**

To get valid protection for your idea, it is **very important** that the idea is kept secret until a patent application has been filed. Any sort of disclosure (e.g. written, verbal, or prototype, including on a website) can count as putting the invention in the public domain. Therefore, if there is **any** doubt as to the secrecy of the invention, or if there are plans to disclose it, please provide details here. If details regarding the invention have been given to another party under a non-disclosure agreement, or if there are any plans to do so, please also let us know.

*[Yes/No – if ‘No’, please insert details here]*

**1(e) Is there a date by which a patent application must be filed? (Yes/No)**

There may be such a date if, for example, it is desired to file the application before a planned disclosure, or before sharing the invention with another party.

*[Yes/No – if ‘Yes’, please insert details here]*

**1(f) In which country was the invention devised?**

This is an important piece of information, as the country in which the invention was devised can affect where we can file the initial patent application.

**1(g) Inventor details**

Please complete the tables below to provide details for **each and every** inventor who worked on the project. Please add additional tables if there is more than one inventor.

Under UK law, the inventor(s) are the “actual deviser of the invention”. This might be those who came up with the relevant idea, or who carried out experiments to achieve the invention, but would **not** include, for example, those who merely tested the invention. Please see our website [here](https://www.mewburn.com/law-practice-library/inventorship-and-ownership) for more detail.

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| --- |
| **Inventor 1** |
| **Full name** |  |
| **Address**  |  |
| **Nationality** |  |
| **Country of residence** |  |
| **Is inventor is employee of applicant** | Yes / No |
| **If yes, was the invention made in the course of the normal duties of the inventor as employee?** |  |

|  |
| --- |
| **Inventor 2** |
| **Full name** |  |
| **Address**  |  |
| **Nationality** |  |
| **Country of residence** |  |
| **Is inventor is employee of applicant** | Yes / No |
| **If yes, was the invention made in the course of the normal duties of the inventor as employee?** |  |

|  |
| --- |
| **Inventor 3** |
| **Full name** |  |
| **Address**  |  |
| **Nationality** |  |
| **Country of residence** |  |
| **Is inventor is employee of applicant** | Yes / No |
| **If yes, was the invention made in the course of the normal duties of the inventor as employee?** |  |

**2. Description of invention**

Please provide as much detail as you can under each of the following headings, which set out a framework from which a patent application can be written.

**2(a) Background to the invention**

For us to better understand the invention, please provide some background. For example, describe the conventional apparatus, device, process or method over which your invention is an improvement. Is there a problem with the conventional approach that the invention aims to solve? If you are aware of any publicly available documents whose disclosure is relevant to this invention (e.g. because it has a similar structure or purpose as the invention) please mention them here (enclosing a complete copy of any non-patent documents).

*[Insert details here]*

**2(b) How is your invention different from what has been done before?**

For example, if you have changed an existing apparatus, please describe the change. This might be the removal of a feature, adding a new feature, moving a feature, substituting an old feature for a new one. In a method, the change might be a new step in the method, or it might be swapping the order of steps.

*[Insert details here]*

**2(c) Why is your invention an improvement on what has been done before?**

Describe what benefit or improvement the invention delivers. This could be for example, greater efficiency, being more environmentally friendly, longer life, lower weight etc.

*[Insert details here]*

**2(d) Detailed description of the invention**

Please describe, **with reference to one or more drawings**, your preferred implementation of the invention.

The drawings should be inserted into the accompanying “[Invention Summary Form – Part 2: Drawings](https://4291780.fs1.hubspotusercontent-na1.net/hubfs/4291780/Invention%20disclosure%20form%20-%20Part%202%20%28Drawings%29.pptx)”, and this template document also includes guidance on how to prepare the drawings.

The detailed description of the invention should be adequately detailed so that a person or team of people skilled in the relevant technical field could implement their own version of the invention. As a guide, the following should be covered by the detailed description:

* An explanation of any key features of the preferred implementation, including any advantages provided by those key features
* Example or optimum values of all parameters necessary for implementing the invention
* Details of any challenging manufacturing steps, if it is not obvious how to manufacture the preferred implementation
* If available, data to demonstrate/support the benefits of your invention - this data could be simulation data, rather than actual experimental data

*[Insert details here]*

**2(e) Are there other ways to achieve the benefit of your invention? How is your invention different from what has been done before?**

Please describe any possible modifications/alternative implementations of the invention. In effect, if you were a competitor, how would you modify/try and work around the invention? For example, if you have added a component to an apparatus, are there other components you could substitute (in the same place or a different place in the apparatus) that would achieve the same effect. If you have developed a method, could the order of the steps be changed? You don’t have to describe the possible modifications/alternative implementations of the invention in as much detail as the preferred implementation. But you can optionally include drawings, if you think it is particularly important to cover particular modifications/alternative implementations.

*[Insert details here]*