

INVENTION DISCLOSURE

UPI Disclosure
Number _____

The University of Colorado
Boulder, Colorado 80309

Instructions: See reverse side.
Print or type all information.
Fill in all blocks.

INVENTOR(s) Full Name	Office Address	Office Telephone	Home Address	Citi- zenship
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Title of Invention:
(short & descriptive) _____

Description of Invention: (If more space required, use plain paper. Sign, date, and have each sheet witnessed.)

Inventor's Publication Plans (if any): (If already published, cite article and include a copy.)

Prior knowledge (including publications):	SUPPORT FOR INVENTION
	University _____ %
	Government Agency _____ %
Potential Licensees:	Agency _____ %
	Contract Number _____
	Industrial Sponsor _____ %
	Industrial Sponsor Name: _____

Inventor Signature (date) Inventor Signature (date) Inventor Signature (date)

Disclosed to and understood by:

Witness Signature (date) Witness Signature (date)

Distribution:
3 copies to Department Head/Director,
Retain one photocopy for your file.

GUIDE FOR PREPARATION OF INVENTION DISCLOSURE

1. **Disclose Only One Invention:** Use a separate form for each invention.
2. **Make Your Disclosure Complete:** The disclosure of your invention is adequate for patent purposes only if it enables a person skilled in the art to understand the invention. If you have constructed the invention indicate date and location.
3. **Items to be Considered in Preparation of a Complete Disclosure:**
 - a. All essential elements of the invention, their relationship to one another, and their mode of operation.
 - b. Equivalents that can be substituted for any elements.
 - c. Lists of features believed to be new.
 - d. Advantages this invention has over the prior art.
 - e. Whether the invention has been built and/or tested.
 - f. If apparatus or systems are involved, attach drawings, if available; otherwise, free-hand sketch.
4. **Additional Material:**

Drawings and additional descriptive material should be in duplicate -- each sheet must be signed and dated by every inventor, and properly witnessed. You should include a copy of any present publication or draft of planned publication relating to your invention.
5. **Prior Knowledge and Information:** Identify pertinent publications, patents or previous devices, and related research or engineering activities of yourself and others which relates to the invention.
6. **Witnesses:** Only persons other than co-inventors should serve as witnesses and should sign each sheet only after having read the disclosure to understand the invention.

RECOMMENDATION BY DEPARTMENT HEAD

1. What is your opinion of the invention (include a discussion of known prior art, opinion as to operability/feasibility of invention, opinion as to commercial aspects):
2. Names of others who could evaluate the invention:
3. Signature of Department Head _____ (date)
print or type name
4. Please submit all copies to:

University of Colorado Patent Office
Regent Hall 203
Campus Box B-13
University of Colorado
Boulder, Colorado 80309