

From: [David Boundy](#)
To: [FOIA Requests](#); [FOIA Requests](#)
Subject: Fwd: Request for documents
Date: Friday, March 12, 2021 11:51:33 AM
Attachments: [TitlesOn POA \(November 2013\).pdf](#)

Slight revision -- please replace the earlier one. Thank you

Dear FOIA office --

Please provide all documents issued since, or in effect at any time since, the America Invents Act in September 2011 that purport to govern or recommend either form of signature, title of a signatory, or establishing authority of a natural person signatory to act on behalf of an applicant or assignee, for signatories who are not registered attorneys or agents. This request covers internal and external documents authored by the PTO or PTO personnel.

Excluded from this request are the text of the relevant regulations, 37 CFR § 1.4, § 1.32(b)(4), § 3.71, and § 3.73, but guidance, memoranda, instructions, or other documents (internal or external) that purports to elaborate on, or guide application of, regulation would be responsive.

As examples --

-- Attached is a document I received from a colleague that is an example, directed to the document categories "title of signatory" and "establishing authority."

-- I already have https://www.uspto.gov/sites/default/files/documents/sigexamples_alt_text.pdf and https://www.uspto.gov/sites/default/files/documents/s_sig_public_01122007.pdf and <https://www.uspto.gov/patents/apply/filing-online/tps-info-s-signature> -- if there are earlier versions (but post-AIA), or later updates, or other documents, those would be responsive.

Please provide these in their native electronic form, such as Excel, MS Word or PDF documents, preferably by email to DavidBoundyEsq@gmail.com .

Thank you.



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Acceptable Apparent Authority	Not Acceptable Apparent Authority
Authorized and a title following it (Officer, Official, Representative, Signatory, Signer, etc.)	Administrator
Chairman, abbreviations and variations of this title (Examples: Chrmn., Company Chairman, Executive Chairman, Chariman of the Board, Vice-Chairman of the Board of Directors)	Attorney (Examples: Attorney in Fact, Principle Attorney, Senior Attorney, Corporate Attorney)
Chief Executive Officer or CEO	Counsel and all variations of Counsel, unless combined with an Officer title (Examples: Chief Patent Counsel, IP Counsel, Patent Counsel, Patent Procurement Counsel, Senior Corporate Counsel, Supervisory Patent Counsel)
Chief Financial Officer or CFO	Delegation on behalf
Chief Operating Officer or COO	Engineering leader
Chief Scientific Officer or CSO	Founder
Chief Technical Officer or CTO	Intellectual Property Manager, IP Manager
Dean of University	IP Attorney (Other Examples: IP Fellow, IP Patent Manager, IP Professional)
Director, variations and abbreviations of Director (Dir., Assistant Director, Associate Director, Executive Director, Managing Director)	Legal Representative (Note: Legal rep CAN be acceptable where the legal rep is an applicant, but not when used by a non-applicant)
Executive Vice President and Patent Counsel	Managing Member
General Counsel and Corp secretary	Owner
General Manager or GM	Partner
Geschäftsführer (non-English title) (This means CEO or Managing Director)	Patent Agent, Patent Attorney, Patent Executive, Patent Professional, Patent Team Leader
Manager	Principal Engineer
Officer	Principle, Principle Attorney, Principle Professional
President, variations and abbreviations of President (e.g., Pres., Assistant President, President of Operations)	Proxy
Secretary, variations and abbreviations of Secretary (examples: Assistant Secretary, Asst. Sec., Corporate Secretary)	Representative
Treasurer, abbreviations and variations of Treasurer (examples: Treas., Assistant Treasurer, Treasurer of Sales)	Researcher
Vice President, abbreviations and variations of Vice President (examples: VP, Vice President for Sales, Executive Vice President, EVP)	Senior IPR specialist
Revised November 2013 (Internal Use ONLY)	Technical Developer

Notes:

1. This is NOT an exhaustive list. It is just a list of examples. If there is no statement of authorization and you are unsure if a title carries apparent authority, please double check before rejecting the signature.

2. If the document contains a statement such as "The undersigned is authorized to act on behalf of the applicant" then the signer's title does NOT matter. NOTE: Both AIA/80 and AIA/82 (Revised 07-13) contain authorization to act language.

3. Attorney titles (examples: General counsel, IP counsel, Patent Attorney, Chief Counsel) are not officer titles but can be accepted if included with an officer title (example: General Counsel and Assistant Vice President)

4. If the document neither contains an authorization to act statement nor does the signer have a title that carries apparent authority, the signature can be acceptable if it is accompanied by another document that authorizes the person to sign on behalf of the applicant (example: corporate resolution signed by an officer of the company), then the signature can be accepted.