

If this request is the result of an Office Action, please proceed to Part 2 below.

Part 1: New Drafting Request- Design

Is the subject of the design application a user interface or a physical article?

User Interface:

1. Is the user interface hosted on a phone, tablet, or computer? What kind of device do you need to show housing the user interface?
2. Is any part of your UI an animation, if so do you have multiple images of the animation to be used when creating the figures?
3. Is everything displayed in your source image supposed to be on the final UI?
4. Are there private accounts or usernames on the source document that need to be made anonymous?
5. What level of detail do people, places, or objects need to have if present in the UI source documentation?
6. What areas of the UI are to be claimed and disclaimed, is there a marked up document showing which parts to claim/disclaim? If no marked up document, be sure include a clear written description of which areas to claim and disclaim.
7. How many sheets do you want, or how many figures per sheet?

Physical Article:

1. Is this drawing set for a US application, a PCT application, or both? Or are the drawings based on already filed utility figures?
2. How many embodiments would you like to have?
3. Do you have a 3D model of the article? (If yes, proceed to A)
4. Do you have pictures or drawings of the article? (If yes, proceed to B)

A: Have 3D model of article:

1. Is the 3D model you have the most recent from the client?
2. Is the perspective angle in the 3D file the one you would like to show? If not, please orient the article for our understanding. (i.e.-what is the front, back, etc., please also include specific perspective angles if not the default.)
3. Are there additional figures requested other than standard design set (perspective, front, back, top, bottom, and both sides)? (Sections, details, and exploded views can also be used.)
4. Do you have a marked up image of article showing what areas to claim or disclaim? (EX-showing where boundary lines will be, where dashed lines should be, etc.)
5. Do you want all contour and CAD lines included?
6. Any special instructions for certain features, multiple embodiments, etc.?

B: Have pictures or drawings of article:

1. Have you taken pictures from all views for a standard design set (perspective, front, back, top, bottom, and both sides)?
2. Do you want any additional views, if so, have you photographed or attempted to draw those views?
3. If you have both pictures and hand drawings, do they match? Are all the features represented on both?
4. Do you have a marked up picture showing what areas you would like claimed or disclaimed?
5. Any special instructions for certain features, multiple embodiments, etc.?

**** IF there are pictures/pdf's AND a 3D file of the article:** First, please ensure that the article matches between ALL reference material. If the source documents do not agree on the features of the article, which is the preferred design for our drawing purposes?

Part 2: Request as a result of Office Action

1. Did we complete the drawings that are the subject of the Office Action, if so, what is the matter number?
2. Have you attached a copy of the OA?
3. Have you identified the areas in the OA that we need to address?
4. Are we to re-draft entire set or just specific figures?
5. What kind of header would you like? (Replacement Sheet, Amended Sheet, etc.)
6. Do we need to match the current style of drawings (if completed by a different drafter) or can we use our own style?
7. If no previous drawings submitted, what sheet size should we use? (Letter or A4?)
8. If inconsistencies noted that are not pointed out by examiner, should we correct or only fix what examiner has stated in the OA?
9. Any special instructions?

**** For ALL DRAWINGS:** Please understand that we draft drawings for hundreds of clients, as such we have a default set of preferences that we use for all drawings. If there are specific preferences you have, for example: a specific dash line style (rounded cap vs. squared cap), specific shading conventions, locations of sheet and figures numbers, please communicate those to us. Providing examples of line styles or shading techniques is greatly encouraged.

****FOR NEW DRAWINGS:** What size of paper do you want, we default to A4 as a consideration for our clients who may be pursuing international protection.