

Table of Contents

Notes on the second edition.....	6
Disclaimer.....	6
About this Book.....	6
Who Should Read this Book.....	7
PCT timelines.....	8
Sometimes when an inventor invents something, the first patent application that gets filed is a PCT patent application. We call this “PCT First”.....	8
Quite often, however, what gets filed first is some application that is not a PCT application. In the US, if the first application filed is not a PCT application, then it will often be a so-called “provisional” patent application.....	8
Whatever that first application is that is not a PCT application, it will start a twelve-month time period running, a time period that you will need to docket. If any patent applications are to be filed outside of the country in which that first application was filed, they will have to be filed within twelve months. This book focuses on the choice, made by many applicants, to file a PCT application within that twelve-month period.....	8
The PCT application is filed in what is called a Receiving Office. The RO carries out an examination of the application as to various formal matters (for example page count and fee amounts) and prepares two copies of the application. The two copies are termed the Search Copy and the Record Copy. The RO sends the Search Copy to the International Searching Authority (ISA). The RO sends the Record Copy to the International Bureau (IB).....	8
The ISA carries out the international search. It establishes the International Search Report and the Written Opinion. It communicates these to the applicant and to the IB.....	8
The IB publishes the PCT application, generally 18 months after the priority date.....	8
The applicant might choose to file a Demand. If so, then the applicant will interact with an International Preliminary Examining Authority (IPEA). The IPEA establishes the International Preliminary Report on Patentability under Chapter II of the PCT.....	8
Within 30 months after the priority date, the applicant might “enter the national phase” in one or more patent offices around the world. When this happens, the applicant is filing “national-phase-entry” papers in a Designated Office (if no Demand was filed) or in an Elected Office (if a Demand was filed).	8
Docketing PCT.....	9
Generating docket reports and getting people to pay attention.....	11
Administrative Instructions.....	12
Glossary of Initialisms.....	13
Calling a Meeting.....	14
PCT Powers of Attorney.....	16
Form PCT – Power of Attorney.....	18
Form PCT – General Power of Attorney.....	20
Forms Relating to the Receiving Office.....	21
Form PCT/RO/101 – the Request.....	46
Form PCT/RO/102 – Notification Concerning Payment of Prescribed Fees.....	50
Form PCT/RO/103 – Invitation to Correct the Purported International Application.....	53

Form PCT/RO/104 – Notification that the Purported International Application is not and Will not Be Treated as an International Application.....	55
Form PCT/RO/105 – Notification of the International Application Number and of the International Filing Date.....	57
Form PCT/RO/106 – Invitation to Correct Defects in the International Application.....	64
Form PCT/RO/107 – Invitation Relating to Certain Parts of the International Application that Are, or Appear to Be, Missing.....	67
Form PCT/RO/108 – Invitation to Request Rectification.....	69
Form PCT/RO/109 – Notification of Decision Concerning Request for Rectification.....	71
Form PCT/RO/110 – Invitation to Correct Priority Claim and/or Notification of Possibility to Request Restoration of the Right of Priority.....	75
Form PCT/RO/111 – Notification Relating to Priority Claim.....	78
Form PCT/RO/113 – Request for the Recording of a Change (PCT Rule 92 <i>bis</i> .1).....	80
Form PCT/RO/114 – Notification on Decision of Confirmation of Incorporation by Reference of Element or Part.....	83
Form PCT/RO/115 – Notification of Intention to Make Declaration that International Application Considered Withdrawn.....	86
Form PCT/RO/117 – Notification that International Application Considered to be Withdrawn.....	88
Form PCT/RO/126 – Notification concerning later submitted sheets not for incorporation by reference.....	90
Form PCT/RO/132 – Communication in Cases for which no other form is Applicable.....	92
Forms Relating to the International Bureau.....	93
Form PCT/IB/301 – Notification of Receipt of Record Copy.....	95
Form PCT/IB/304 – Notification Concerning Submission, Obtention or Transmittal of Priority Document.....	97
Form PCT/IB/306 – Notification of the Recording of a Change.....	99
Form PCT/IB/307 – Notification of Withdrawal of International Application or Designations.....	101
Form PCT/IB/308 (First Notice) – First Notice Informing the Applicant of the Communication of the International Application (To Designated Offices Which do not Apply the 30 Month Time Limit Under Article 22(1)).....	103
Form PCT/IB/308 (Second and Supplementary Notice) – Second and Supplementary Notice Informing the Applicant of the Communication of the International Application (To Designated Offices Which Apply the 30 Month Time Limit Under Article 22(1)).....	105
Form PCT/IB/311 – Notification Concerning Availability of the Publication of the International Application.....	107
Form PCT/IB/314 – Invitation to Request Rectification.....	110
Form PCT/IB/315 – Notification of Decision Concerning Request for Rectification.....	112
Form PCT/IB/316 – Invitation to correct priority claim and/or notification of possibility to request restoration of the right of priority.....	116
Form PCT/IB/345 – Communication in Cases for which No Other Form is Applicable.....	118
Form PCT/IB/346 – Notification Concerning the Filing of Amendments of the Claims.....	120
Form PCT/IB/368 – Notification of Transmittal of Demand to the Competent International Preliminary Examining Authority.....	122
Form PCT/IB/371 – Notification Relating to Declaration Made Under PCT Rule 4.17.....	124
Form PCT/IB/373 – International Preliminary Report on Patentability (Chapter I of the Patent Cooperation Treaty).....	126
Forms Relating to the International Searching Authority.....	127

Form PCT/ISA/202 – Notification of Receipt of Search Copy.....	129
Form PCT/ISA/203 – Declaration of Non-Establishment of International Search Report.....	131
Form PCT/ISA/206 – Invitation to Pay Additional Fees and, Where Applicable, Protest Fee.....	137
Form PCT/ISA/210 – International Search Report.....	146
Form PCT/ISA/216 – Invitation to Request Rectification.....	148
Form PCT/ISA/217 – Notification of Decision Concerning Request for Rectification.....	150
Form PCT/ISA/220 – Notification of Transmittal of the International Search Report and the Written Opinion of the International Searching Authority, or the Declaration.....	152
Form PCT/ISA/225 – Invitation to Furnish Nucleotide and/or Amino Acid Sequence Listing and to Pay, Where Applicable, Late Furnishing Fee.....	154
Form PCT/ISA/237 – Written Opinion of the International Searching Authority.....	166
Forms Relating to the International Preliminary Examining Authority.....	167
Form PCT/IPEA/402 – Notification of Demand by Competent International Preliminary Examining Authority.....	169
Form PCT/IPEA/403 – Notification concerning Payment of the Preliminary Examination and Handling Fees.....	171
Form PCT/IPEA/405 – Invitation to Restrict or Pay Additional Fees, and, Where Applicable, Protest Fee.....	174
Form PCT/IPEA/408 – Written Opinion of the International Preliminary Examining Authority....	186
Form PCT/IPEA/409 – International Preliminary Report on Patentability (Chapter II of the Patent Cooperation Treaty).....	198
Form PCT/IPEA/411 – Invitation to Request Rectification.....	200
Form PCT/IPEA/412 – Notification of Decision Concerning Request for Rectification.....	202
Form PCT/IPEA/416 – Notification of Transmittal of International Preliminary Report on Patentability.....	204
Forms Relating to the DO/EO/US.....	205
Form PTO-1390 – Transmittal Letter to the United States Designated/Elected Office (DO/EO/US) Concerning a Submission Under 35 U.S.C. 371.....	209
Form PCT/DO/EO/903 – Notice of Acceptance of Application Under 35 U.S.C. 371 and 37 CFR 1.495.....	211