

Hands-on Training Course: Essential PCT Formalities

Comprehensive training course for IP administrators

Topics

- Introduction - What is the PCT?
- Filing an international application
- Various procedural steps; correcting errors
- International and supplementary international search
- International preliminary examination
- Latest developments in the PCT system

**The PCT system:
illustrated and explained
using actual letters and
communications**

Your speaker



Pete Pollard

European & Dutch Patent Attorney and European Designs & Trademark Attorney, Fireball Patents, Eindhoven, The Netherlands

Aims and objectives

The hands-on training programme will provide attendees with detailed guidance, using actual letters and communications from real files to illustrate the essential formal requirements of the PCT. After introducing the system, our expert will guide the group through a practical exercise in which a filing is prepared step-by-step. Options such as where to file, whether an agent is required, when to file and the fees to be paid are discussed, as well as how to fill in the application form. Attendees will learn about the content of official communications between filing and national and regional phase entry, as well as important deadlines to comply with. The course refers to daily practice, identifying the steps to correct mistakes, and highlighting critical information that should be extracted from official PCT communications. The course is tailored to those who want to become acquainted with the practical aspects of PCT. By the end of this course, attendees will be able to apply their knowledge and complete a PCT application independently, in a structured and organised manner.

Who should attend?

- IP administrators and support staff
- Employees in industrial in-house IP departments and private practice
- Practitioners who would like a practical overview of the PCT application system

Please note

We recommend that attendees have some experience in IP, namely patents.

Your speaker



Pete Pollard
European & Dutch Patent
Attorney and European
Designs & Trademark
Attorney

Originally from the UK, Pete has lived in the Netherlands for 30 years. After 5 years in-house at ASML, he moved to the private practice DeltaPatents in 2007, dividing his time between patent work, management and training in European and PCT law.

As partner, he was responsible for the procedures and functioning of their formalities group. He was one of the original tutors when DeltaPatents started training patent administrators, and passed the first exam himself in 2011 to become a Certified Formalities Officer (NL).

He was also one of the first tutors to teach administrators at the EPO as part of their EPAC program. In 2017 he left DeltaPatents to start his own firm, Fireball Patents, providing cost-effective patent services to SME's and startups.

Your benefits

Attendees will gain the expertise required to correctly file and monitor an application. This practical course doesn't deliver mere theory; it also provides you with a folder from the speaker including example letters and communications, which will be a valuable source of reference.

Your Agenda: 28 - 29 March 2019

Brief review of the PCT procedure and time limits in the PCT

- Introduction

Recent and future developments in the PCT System

Filing of a PCT application

- General, fees
- Where to file
- International Bureau and EPO as receiving Office
- Request, description, claim, drawing, abstract and formal requirements
- Translation requirements

Electronic filing of PCT applications

Correction of defects

- Restoration of the priority right, incorporation by reference of missing elements and other procedures for correction

Who can act as a PCT agent and represent the applicant

Claiming priority and priority documents

- Formal requirements
- Multiple priorities

Recording of changes relating to the applicant, agent or the inventor

Amendments of the international application

International Search and written opinion of the ISA

- What to look for in the international search report and written opinion

Filing of a demand and international preliminary examination

- General, fees
- Preliminary report on patentability (Chapter II)

Unity of invention and protest procedure

- Options to know about
- Fees and procedures

The International Phase

- Relevant time limits
- Important communications from the receiving Office and International Bureau
- Preventing or postponing the international publication
- Access to the file of the international application

Entry into the National Phase and Regional Phase

Procedure in case of deposited biological material and sequence listings

Registration under
service@forum-institut.com or
Fax +49 6221 500-555

Registration Form

Yes, I will attend the Practical Course

Essential PCT Formalities

Yes, I agree that FORUM Institut may inform me about events and relevant expert content by:
 email; and/or telephone.
I may withdraw my consent at any time.

Name

Position, department

Company

Street

Post code, city, country

Tel. no.

E-mail

Contact person at office

Date, signature

How to register

Registration: +49 6221 500-500

Conference no.: 19 03 140

Website:

www.forum-institut.com

Date and venue

28 – 29 March 2019 in Amsterdam

1st & 2nd day: 9 am - 5 pm

Amsterdam Marriott Hotel

Stadhouderskade 12 · NL 1054 Amsterdam

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Fee

€ 1450.00 (+ 21% VAT)

The fee includes course documentation (including free download) as well as refreshments, lunch and a certificate. You will receive an invoice as well as confirmation.

Any Further Questions?



Please feel free to contact me if you have any questions.

Sabine Schilling

Conference Manager

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Cancellation Policy

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