



# IP Recordal & Legalisation Services

## Managing Your IP Ownership Information

Your company's IP portfolio represents a very important organisational asset which is often required to be handed over or allow others to access. This change of hands results of *mergers, acquisitions or other organisational changes*. These organisational activities create a need to assign and update ownership information in order to ensure the long-term enforceability of your valuable IP. This is a highly complex legal task that varies from one jurisdiction to another. Not only can ownership details be incorrect on the Register, but complying with the specific country formalities and laws is cumbersome and time-consuming.

ITAG offers very cost effective and efficient process for managing the administrative elements of patent and trademark recordal work – global recordal of assignment with USPTO, merger and change of name and/or address with all major patent offices around the world including USPTO, EPO, JPO and also INDIA . Our systematic approach and global agent network facilitates ITAG to deliver a comprehensive and customisable IP recordal service for projects of all sizes organisations.

ITAG is well equipped to manage the entire process from understanding the complex situations of the clients to appropriate document preparation through proofreading of recordal certificates.

There's a reason large number of clients are asking us to prepare appropriate documents and resolve the complex issues related to recordal of assignments. We are happy to provide our best service to our clients related to IP recordal and we respect their dependence on ITAG.

### SERVICES:

ITAG provides IP Recordal and Legalisation Service by a team of experienced Patent agents and Lawyers to deliver:

- **Comprehensive Cost Projections** – Cost quotes inclusive of agent, official, service and Legalisation fees.
- **Project Management** – Receiving recordal problems e.g. assignment, merger etc.; preparing legal documents/deeds for assignment, merger or as the case may be; Legalisation; foreign agent and PTO instruction; filing and ensuring recordal of assignment or as the case may be; handling any post instruction queries from foreign agents and proofing certificates of recordal for accuracy.

- **Formality Management** – Reporting and assisting with all formal documents required to make recordal on a jurisdictional basis.
- **Power Of Attorney Service** – Drafting Power of Attorney and sending it to clients for execution.
- **Legalisation/Notarization** – of Power of Attorney, assignments and other evidentiary documentation supporting recordal; retrieval of merger and change of name certificates.
- **Verification** – Last listed owner and other case information as needed.

#### **BENEFITS:**

ITAG has maintained state-of-the-art operational management and retaining high-calibre resources to cost effectively extend the capabilities of your company while maintaining the quality and security you expect. Other benefits of selecting ITAG and its IP Recordal and Legalisation Service include:

- **Speed** – IP Recordal projects are executed on a specified time frame. Projects related to IP recordal are completed, usually, in 6 months. Our project team is dedicated to completing the project in a timely manner and is able to avoid being side-tracked by other issues as is often the case in the corporate environment.
- **Cost Certainty** – Prior to the commencement of the project, ITAG provides a fixed price quote so all costs can be properly budgeted and allocated.
- **Cost Savings** – ITAG maintains excellent relationship with its agent network which intern facilitates fast delivery to clients.
- **Single Point of Contact** – A dedicated team of patent agents and lawyers headed by a single person will be your single point of contact for all your IP recordal projects.

For more information please contact:

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