**Sponsorship Application & Invention Disclosure Form**

Please fill the form as accurately and comprehensively as possible. Please feel free to elaborate further, if necessary. Where information is not known, the relevant fields may be left blank. Doing so will not impact negatively on the assessment of your invention. However, the more information you provide us with when completing this form, the more rapidly and accurately the WeGo Library Foundation will be able to assess your invention & merits for Sponsorship for patent process fees & assistance.

|  |
| --- |
| **1.) Please fill in your personal and contact details** |
| The details required are for the person completing this Invention Disclosure Form. This person will be the primary contact in relation to this disclosure. It should ideally be the Principal Inventor. |
| |  |  | | --- | --- | | Title | Mr./Mrs./Dr./M/s | | First Name |  | | Last name |  | | Institution/organization (If Organisation is Applicant) |  | | Legal Status of organization | Start-up [please provide certificate]  Small Entity [please provide certificate]  Large Entity | | Dept./Unit/Group |  | | Position held |  | | Tel no. |  | | Fax no. |  | | Cell no. |  | | Email |  | | Postal address |  | | Postal code |  | |
| **2.) How would you classify the invention?** |
| An “invention” encompasses a new product, a new process, the composition of new material, product or process both, a machine assembly, software code, a system or an improvement of existing technology. |
|  |
| **3.) Please Suggest a title for the invention** |
| Title should be broad enough to encompass both methods and compositions. The title should be short and usually contain no more than about five to ten words. |
|  |

|  |
| --- |
| **4.) Please describe the problem being solved by this invention** |
| Please describe what challenge / problem the inventors intend to solve by this invention. Is there any alternative solution available? |
|  |
| **5.) Provide a brief description of the invention and how it works?** |
| What is the purpose of the invention?  How does it work? (This can include the construction, the principals involved, the details of operation, and alternative methods of construction and operation, if known). Please provide results, data, flow chart, diagrams or other evidence demonstrating how the invention works.  Discuss all additional forms that you can foresee for this invention, whether or not you have evaluated them to date. |
|  |
| **6.) Please provide short description of the various components of the invention.** |
| The components need to be described to disclose the type of device, material, composition, dimensions, alignments, adjustments etc. along with the available/prospective alterations. |
|  |

|  |
| --- |
| **7.) What is novel about the invention?** |
| What are the new and unusual features and benefits of the invention? What makes it different from anything else?  What advantages does this invention have over existing technology (cheaper, faster, more efficient, breakthrough)?  Is the invention easy for buyers to adopt? |
|  |
| **8.) Are you aware of any existing methods, apparatus, or developments relating to this invention?** |
| Provide a complete description of the closest known methods and apparatus in existence. Discuss the disadvantages or problems of each and how these are solved by the present invention. How is the problem that this invention addresses currently solved i.e. describe known technologies that accomplish the same or similar purpose as this invention, and/or the closest similar technology known. |
|  |
| **9.) What is the technical impact of the invention?** |
| Does the invention represent a marginal development or a significant change? Is it revolutionary? Is it creating a new field? |
|  |

|  |
| --- |
| **10.) What are the invention’s limitations or disadvantages?** |
| Describe any problems, limitations or disadvantages that you have already encountered or anticipate encountering in the future (These may include problems with the technology, e.g. design issues, regulatory issues, bottlenecks in the development cycle, etc. or commercialization issues, e.g. costly to implement, difficult to manufacture, small market etc.). Can they be overcome? If so, how? |
|  |
| **11.) What is the present stage of technical development?** |
| Describe the invention’s development status.  Is it theoretical i.e. just an idea (initial concept of invention, with no supporting data)?  Has there been proof of concept (sufficient experimental data to show that your idea is valid)?  Is it at design stage?  Is it prototype ready?  Has a prototype been produced?  Has it been laboratory tested?  Is it ready for testing / trial?  Other, please specify |
| **12.) Have you done Prior Art search? Please specify, Patents close match to /in area of your innovation** |
| |  |  |  |  | | --- | --- | --- | --- | |  | Patent Number | Patent Title | Close Match by Percentage (85% to 99%) | | 1 |  |  |  | | 2 |  |  |  | | 3 |  |  |  | | 4 |  |  |  | | 5 |  |  |  | | 6 |  |  |  | | 7 |  |  |  | | 8 |  |  |  | | 9 |  |  |  | | 10 |  |  |  | |

|  |
| --- |
| **13.) Do you need Prior Art Assistance\*?** |
| Please provide the key inventive features with their attributes/limitations.  Please suggest keywords for search.  Please mention if there are certain specific values attributable to the invention [for example: process is feasible at 70-80 degree Celsius; the angle of inclination in optical invention is 34-45 degree is feasible; dosage of novel formulation is 10mg/day against 15mg/day in other formulation] |
| |  |  |  | | --- | --- | --- | | S. No. | Keyword | Limitation/Specific Range/Type/ | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  |   *\*Please provide maximum information available. Any additional features/limitations added in disclosure after a search report has been issued, then search would have to be performed again.* |
| 14.) **Do you Maintain Log book?** |
| Permanent record of how you did your experiment/research |
| Add attachment |
| **14.) Format of illustration** |
| Format of illustration - Black ink on white paper. The paper size must be either 21cm by 29.7cm, margins of specific length on all sides: 2.5 cm on the top, 2.5 cm on the left side, 1.5 cm on the right side, and 1.0 cm on the bottom |
| Add attachment |
| **Signatures**  Each inventor must sign below. |
| Each inventor named must sign and print his/her full name and the date in the space provided. The first signature should be that of the person completing this Invention Disclosure. |
| Signature.......................................... Print name.............................................. Date…………….. |