



# Patent Docketing Process

## STEPS FOR PATENT FILING IN INDIA

**Who can file:** Only a defined applicant (Inventor or Authorised person).

**Where to file:** At the Indian Patent Office with required forms and fees.

**Mandatory forms to start:**

- **Form-1:** Application for grant of patent (applicant, inventor, title, signature).
- **Form-2:** Specification (provisional or complete, description, claims, abstract).

**Other forms (can be submitted later)**

- **Form-3:** Statement & Understanding (foreign filings).
- **Form-5:** Declaration of inventorship.
- **Form-26:** Authorization for Patent Agent/Attorney.

**TIPS:** Filing date is given only after Form-1, Form-2 & formal fees submission.

### Additional Patent Filing Requirements

- **Priority Document:** Required if based on an overseas filing (Paris Convention/ PCT).
- **Verification Translation:** Mandatory if the earlier application is not in English/ Hindi.
- **Form-29:** Filed by small entities/ start-ups to claim benefits.
- **Signing:** All paperwork, forms & drawings must be signed by the authorized person.