

Invention Disclosure Report

To

Freie Universität Berlin
Abteilung Forschung
Legal Affairs in Research & Transfer
Kaiserswerther Str. 16-18
14195 Berlin

TO BE FILLED OUT BY THE UNIVERSITY

Received on:

Date:

(if you are a community of inventors, please fill in the details of the contact person below)

Surname, First name

Department

Address:

Post Code, Town/City

THE UNIVERSITY WILL HANDLE THE SUBMITTED DOCUMENTS IN A STRICTLY CONFIDENTIAL MANNER!

1. Short title of the invention

a) Date of completion of the invention (month/year): _____
(that means the invention is technically feasible for the skilled person, according to the inventor)

Confidential

2. Participant inventor

Please use a column for each inventor. Also state external co-inventors or non-employed inventors.
If more than three inventors are involved, please note the required information on a separate sheet. An inventor is a person, who makes an independent contribution to the invention.

I announce the named invention (signature on page 4!)

PERSON				
Inventor	1	2	3	4
Surname				
First name				
Date of birth				
Title / Degree				
Citizenship/Nationality				
Address <i>private</i>				
Phone number <i>private</i>				
Institute / Professorship / Clinic /University Department				
Address <i>work</i>				
Phone number <i>work</i>				
Fax number <i>work</i>				
Mobile number				
Email address				
Profession				
Official position				
Type of employment <small>(e.g. professor, research assistant, researcher, employee, Ph.D. student, graduand, technician, scholarship student etc.)</small>				
FU-Personnel number				
Verification employed inventor <small>(to be filled out by the university)</small>				

Inventor	1	2	3	4
The invention was developed as part of my thesis, doctoral thesis or my employment contract?				
Was the task, which led to the invention, assigned by a third party?				
Is the invention located in your own field of work?				
Is the invention largely based on experience or work at the university?				
Contribution to the invention [in %]				

We have agreed to the above mentioned shares of the invention:

_____	_____	_____	_____
Date	Date	Date	Date
_____	_____	_____	_____
Signature 1st Inventor	Signature 2nd Inventor	Signature 3rd Inventor	Signature 4th Inventor

3. Project funding

Was/Is the project, in which the invention has been made, sponsored/funded by third parties like for example a public body (DFG, BMBF, Stiftung, etc.), an industrial partner or as part of a FuE-contract?

If yes, please state the type of support, the short title and the project number. Please enclose a copy of the project/grant application.

Type of support	Title of the project	Project number

4. Publication

Has there already been a publication of the invention in full or parts (in form of posters or presentations, etc.)? If yes, when?

Do you plan a publication? If yes, please specify the date, the form and the medium?

NOTE:

The essence of the invention, thus the inventive content may have never been published worldwide prior to a patent application with the patent office (not even by the inventors). According to § 42 ArbNErfG an inventor is entitled to disclose the service invention/job-related invention in its teaching and research activities under the condition, that he/she informs/ notifies the employer two months ahead of doing so.

5. Description of the Invention

Please enclose a description of your invention, including explanatory drawings and descriptive documents (e.g. publications, brochures and selected data material) in an annex. You will find a proposal for structuring your description in the appendix.

6. Declaration

To my knowledge there are no other inventors involved in the invention. I have described the invention fully and completely. I am aware that all publications of the invention and all disclosures to outside parties who are not bound to secrecy, can prevent the grant of a property right and therefore can only take place after the patent application. I do not know about any preuse or prior publications.

I undertake to notify a change of address immediately.

Date	Date	Date	Date
Signature 1st Inventor	Signature 2nd Inventor	Signature 3rd Inventor	Signature 4th Inventor

7. Appendix

- ___ pages description, including ___ pages of drawings
- Appendix with further information of the inventors
- Private papers / publications in the field of the invention
- Sources to state of technology (brochures, publications etc.)
- Other: _____

Appendix

Proposal for structuring the description of the invention

- **State of Technology**
 - Current state of technology
 - What problem has led to the invention?
 - Previous experience or developments of the university or institution
 - ...

- **Description of the invention**
 - Technical and scientific foundations
 - Functionality and structure
 - Advantages and improvements compared to the state of technology
 - Descriptive indicators
 - Implementation by experiments or prototypes
 - ...

- **Patent**
 - Has a novelty search been conducted?
 - Do patents already exist to the topic of invention by you, your work group, colleagues etc.?
 - If there is already contact to a patent attorney or patent agent, do you have a preference to a certain one? If that's the case, please name the patent attorney.
 - Is there any interest in using the invention for your own purpose, e.g. through a spin-off or further development?
 - ...

- **implementations**
 - What kind of applications are conceivable?
 - Which companies or industries might be interested in the invention?
 - Which products are feasible?
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