LRC Research Training

Entrepreneurship Clinic Fall 2023

Julianne Odin
Student Services Librarian
jodin@sandiego.edu
(619) 202-3574

Slides available on the LRC's website: https://www.sandiego.edu/ law/library/researchtrainings/clinics.php

Legal Issues for Businesses

- Create business plan
- Find and register business name
- Structure business entity
- Site selection, zoning, permits & licenses
- Taxation
- Employment
- Intellectual property

Resources

- Government websites federal, state, & local
- Other local resources
- Treatises and practice guides
- Databases with useful business-related resources
 - Cooley GO
 - Bloomberg Law
 - Practical Law (Westlaw) & Practical Guidance (Lexis)



Government Websites

State of Delaware

Division of Corporations













ISO 9001 Certified

Services

- File Annual Franchise Tax Report
- Pay LLC/LP/GP Tax
- O Check Entity Name Availability

- File a UCC
- Check Entity Status
- O Validate a Certificate

- O Document Upload Service
- Search for a Business Entity

Forms & Fees

Get Corporate Forms

Get Corporate Fees

O UCC Forms and Fees



SERVICES *

INFORMATION Y

FORMS & FEES Y

CONTACT Y

Delaware Division of Corporations

Corporate Forms and Certificates



You may select your corporate forms by **ENTITY TYPE**, by **DOCUMENT TYPE**

or you may select UCC FORMS.

All requests are returned regular USPS mail. Please provide an express mail account number with your order for Fed-X or UPS express service return.

Certificates, Corporate Forms Related Topics:

















Corporations

Forms by Document Type



The Delaware Division of Corporations has all forms available online in PDF format. This requires the use of Acrobat Reader Version 6.02 or higher to save our forms to your local drive. These forms pass the Adobe Accessibility Standard, 508 Federal Standards and WCG Guidelines. This may be downloaded free of charge from Adobe Systems.

Please note: The forms on our website are to be used as a template only. They contain basic information and the common executions required by statute and will not fit every situation. You may draft your own document to change the execution or add additional information permitted by statute. If you need assistance with drafting a document, it is recommended you seek legal counsel. Our office cannot provide legal advice.

- · Filing and Certification Cover Memos
- New Entities
- Amendments
- Dissolutions and Cancellations
- Mergers
- Revivals
- Corrections
- · Change of Agents
- Conversions
- · Name Reservation Applications
- · LLP/LLLP Annual Reports







The Division of Corporations provides these forms as a general guide. Delaware law requires every business entity to maintain a registered agent in Delaware. The Division works closely with the registered agents that provide incorporating services and we encourage the users of this webpage to contact one of the registered agents for additional information. For your convenience, these forms are available for download in PDF format. Please submit your request with the appropriate fees 🔝 🗐 and cover memo.

- · Filing Cover Memo Complete and submit with document
- Stock Certificate of Incorporation [].
- Stock Certificate of Incorporation-Director Liability ().
- Public Benefit Corporation [].
- Non-stock Certificate of Incorporation [].
- Exempt Corporation ((non-profit)
- Close Corporation [].
- Foreign Corporation Qualification [].
- Limited Liability Company Formation [],
- Limited Liability Company Registered Series Formation ().
- Foreign Limited Liability Company [].
- Limited Partnership Formation [].
- Foreign Limited Partnership [].
- Statutory Trust 🔝 🗐
- Foreign Statutory Trust 🔝 🗐
- Limited Liability Partnership [] = 1
- Foreign Limited Liability Partnership []
- Statement of Partnership Existence []
- Limited Liability Limited Partnership [].

Related Topics: convert and entity to new entity type, cover memo, entity conversion, entity statute, limited liability companies



SERVICES *

INFORMATION Y

FORMS & FEES *

CONTACT Y

Delaware Division of Corporations

Corporate Fee Schedule



We have a list of fees for your convenience.

Please contact our office at (302) 739-3073 and select option 0 with any questions regarding these fee schedules.

- Corporate Fee Schedule (IMPORTANT: Statutory Trust Fees will Increase on August 1, 2018. Click here for more information.)
- UCC Forms and Fee Information

The Division of Corporations now has filing fee calculators for stock entities that can be used for new companies. Please choose the calculator that is appropriate for your stocks par value type:

- Stock with Par Value
- Stock with No Par Value

You may utilize our **Franchise Tax Calculator** for estimating Franchise Tax due March 1st.

Related Topics: corporate filings fees, fee schedule, fees for filing documents, filing fees

State of California

- CA Secretary of State Business Programs
 - Starting a Business
 - Tax Information
 - Trademarks and Service Marks
- Governor's Office of Business and Economic Development
 - Form a Business
 - Small Business Program
 - CalGold identifies necessary permits

About Business Programs

Hot Topics

Notices & Alerts

Current Processing Dates

Hot Topics

- 1. Corporation Formations File Online
- 2. LLC Statements of Information File Online
- 3. Corporation Statements of Information File Online
- 4. Register or Terminate a Business
- Corporate Filing Tips
- 6. <u>Limited Liability Company Filing Tips</u>
- 7. Forms, Samples and Fees for Business Entities

- 8. Business Search with Free Images
- 9. Current Processing Dates for Business Filings
- 10. Delinguency and Penalty Notices
- 11. Suspension/Forfeiture Notices
- 12. FTB Administrative Dissolution/Surrender Notice

Business Entities

The Secretary of State's office processes filings, maintains records and provides information to the public relating to business entities that include corporations, limited liability companies, limited partnerships, general partnerships, limited liability partnerships and other business filings.

More about Business Entities

California Business Connect Project

The California Business Connect Project (CBC) will increase efficiencies and allow readily available access to Secretary of State Records.

More about CBC



Business Entities

Online Services

Form a Business

File LLC Statement of Information

File Corporation Statement of Information

Business Search

Publicly Traded Disclosure Search

Current Processing Dates

Service Options

Name Reservations

Forms, Samples & Fees

Statements of Information

Filing Tips

Business Entities Records Request

Service of Process

FAQs

Contact Information

News & Notices, Customer Alerts and Processing Times

- News & Notices: Get the latest information about changes affecting business conducted with the Business Programs
 Division.
- <u>Customer Alerts</u>: Get the latest information about confirmed scams against Californians and businesses in the State
 of California, and what you can do if you have been a victim of a scam.
- Get the current <u>processing dates for Business Entities</u> and determine which method of submission meets your needs.

Online Services



Over 140 Business Filings, Name Reservations, and Orders for Certificates of Status and Certified Copies of Corporations, Limited Liability Companies and Limited Partnerships available online.

The Business Entities Section of the Secretary of State's office processes filings, maintains records and provides information to the public relating to business entities (corporations, limited liability companies, limited partnerships, general partnerships, limited liability partnerships and other business filings).

- <u>Service Options</u>: Options for online searches and filings, document processing and information requests (for certificates, copies and status reports)
- Name Reservations: Corporation, limited liability company and limited partnership name reservations
- Forms, Samples & Fees: Forms, document samples and associated fees
- <u>Statements of Information</u> (annual/biennial reports): Corporation and Limited Liability Company statements of information, Common Interest Development Association statements and Publicly Traded Disclosure statements
- . Filing Tips: Tips for filing most corporation, limited liability company and limited partnership documents
- <u>Information Requests</u>: Orders for certificates, copies and status reports
- · Service of Process: Substituted service of process
- . FAQs: Answers to the most frequently asked business entity questions
- . Victims of Corporate Fraud Compensation Fund: Restitution to victims of corporate fraud

General provisions governing most business entities are found in the California Corporations Code.



Resources

http://www.sos.ca.gov/business-programs/business-entities/

Business Entities

Online Services

Form a Business

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File Corporation Statement of Information

Business Search

Publicly Traded Disclosure Search

Current Processing Dates

Service Options

Name Reservations

Forms, Samples & Fees

Statements of Information

Filing Tips

Business Entities Records Request

Service of Process

FAQs

Contact Information

Resources

http://www.sos.ca.gov/business-programs/business-entities/forms/



Over 140 Business Filings, Name Reservations, and Orders for Certificates of Status and Certified Copies of Corporations, Limited Liability Companies and Limited Partnerships available online.

The Secretary of State offers two options for submitting business entity filings depending on your entity and filing type.

1. File Online - Fastest Service



The business entity filings can be submitted directly online.

Over 140 Business Filings, Name Reservations, and Orders for Certificates of Status and Certified Copies of Corporations, Limited Liability Companies and Limited Partnerships available online.

2. File by Mail or In Person

All business forms can be submitted by mail or in person. <u>Locate the form</u> that you would like to submit and follow the instructions. Information regarding our address and business hours can be found on the <u>Contact Information - Business Entities</u> webpage.

Locate Your Form

- 1. Corporation California (Domestic)
- 2. Corporations Foreign (Out-of-State or Out-of-Country)
- 3. Statement of Information
- 4. Limited Liability Companies California (Domestic)
- 5. <u>Limited Liability Companies Foreign (Out-of-State or Out-of-Country)</u>
- 6. Limited Liability Companies Statement of Information
- 7. Limited Partnership California (Domestic)
- 8. <u>Limited Partnership Foreign (Out-of-State of Out-of-Country)</u>
- 9. General Partnership
- 10. Limited Liability Partnership
- 11. Other Business Filings
- 12. Business Records



| Business Entities Online Services | | California Corporations (<u>Filing Tips</u>) | Online Submissions File Online for faster response | California Corporations PDF Forms | Fees |
|---|----|---|---|---|------------|
| Form a Business File LLC Statement of Information File Corporation Statement of Information | 1. | Articles of Incorporation - General Stock | ONLINE | Form ARTS- GS (PDF) | \$100.00 |
| Business Search Publicly Traded Disclosure Search Current Processing Dates | 2. | Articles of Incorporation - Close | ONLINE | Form ARTS-CL (PDF) | \$100.00 |
| Name Reservations Forms, Samples & Fees Statements of Information | 3. | Articles of Incorporation - Professional | ONLINE | Form ARTS-PC (PDF) | \$100.00 |
| Filing Tips Business Entities Records Request | 4. | Articles of Incorporation - Nonprofit Mutual Benefit | ONLINE | Form ARTS- MU (PDF) | \$30.00 |
| FAQs Contact Information | 5. | Articles of Incorporation - Nonprofit | ONLINE | Form ARTS- | Cuestions? |

https://www.sos.ca.gov/business-programs/business-entities/forms/corporationscalifornia-domestic

Business Entities

Online Services Form a Business File LLC Statement of Information File Corporation Statement of Information Business Search Publicly Traded Disclosure Search **Current Processing Dates** Service Options Name Reservations Forms, Samples & Fees Statements of Information Filing Tips Business Entities Records Request Service of Process FAQs Contact Information

Thank you for your interest in registering a business with the California Secretary of State's office. The Secretary of State supports California businesses by registering business entities and processing millions of filings and records requests each year.

There are several key steps to launching a business in the state of California. These steps will vary according to the type of business you intend to start and the county and city in which the business will be located. Therefore, be sure to check specific rules and regulations within the county and city in which you want to conduct business, and any other agency's requirements regarding zoning, licensing, employment, permits and taxes. The "<u>Starting a New Business in California</u>" brochure should be used as a general tool to help you broadly assess how to start a business in California, not as a direct step-by-step guideline. In order to maintain your business, there may be recurring reporting, fees, taxes and filings that the business must provide to state, local, and federal agencies.

Click the image to download the Starting A New Business Brochure PDF

Starting a **New Business** in California 2211111 (LLC, CORPORATION, LP)

Click the image to download the Starting A New
Business Checklist PDF



http://www.sos.ca.gov/business-programs/business-entities/starting-business-checklist/





Q Search



2 Help

Business Search

The California Business Search provides access to available information for **corporations**, **limited liability companies** and **limited partnerships** of record with the California Secretary of State, with **free PDF copies** of over 17 million imaged business entity documents, including the most recent imaged Statements of Information filed for Corporations and Limited Liability Companies.

Currently, information for Limited Liability Partnerships (e.g. law firms, architecture firms, engineering firms, public accountancy firms, and land survey firms), General Partnerships, and other entity types are **not contained** in the California Business Search. If you wish to obtain information about LLPs and GPs, submit a Business Entities Order paper form to request copies of filings for these entity types. Note: This search is not intended to serve as a name reservation search. To reserve an entity name, select Forms on the left panel and select Entity Name Reservation? Corporation, LLC, LP.

Basic Search

A Bosic search can be performed using an entity name or entity number. When conducting a search by an entity number, where applicable, remove "C" from the entity number. Note, a basic search will search only ACTIVE entities (Corporations, Limited Liability Companies, Limited Partnerships, Cooperatives, Name Reservations, Foreign Name Reservations, Unincorporated Common Interest Developments, and Out of State Associations). The basic search performs a contains ?keyword? search. The Advanced search allows for a ?starts with? filter. To search entities that have a status other than active or to refine search criteria, use the Advanced search feature.

Advanced Search

- An Advanced search is required when searching for publicly traded disclosure information or a status other than active.
- An Advanced search allows for searching by specific entity types (e.g., Nonprofit Mutual Benefit Corporation) or by entity groups (e.g., All Corporations) as well as searching by ?begins with? specific search criteria.

Disclaimer: Search results are limited to the 500 entities closest matching the entered search criteria. If your desired search result is not found within the 500 entities provided, please refine the search criteria using the Advanced search function for additional results/entities. The California Business Search is updated as documents are approved. The data provided is not a complete or certified record.

Although every attempt has been made to ensure that the information contained in the database is accurate, the Secretary of State's office is not responsible for any loss, consequence, or damage resulting directly or indirectly from reliance on the accuracy, reliability, or timeliness of the information that is provided. All such information is provided "as is." To order certified copies or certificates of status, (1) locate an entity using the search; (2)select Request Certificate in the right-hand detail drawer; and (3) complete your request online.

Search by name or file number



Contact





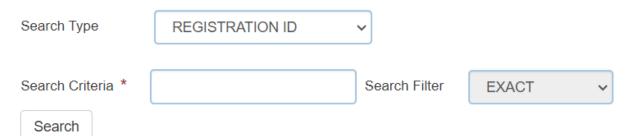
California Trademark Search

This search provides access to available information for Trademark registrations and modifications of record with the California Secretary of State, including **free PDF copies** of imaged Trademark documents.

Although the Trademark Search is updated daily, search results do not reflect filings received by the Secretary of State that have not been processed through completion. Therefore, the data provided may not be complete. In order to obtain a complete or certified copy of a record of a Mark, send a written request to our <u>Trademark Unit</u>. More information on records requests, including fees, can be found on the <u>Trademarks</u> <u>Forms and Fees webpage</u>. Please refer to our <u>current processing dates webpage</u> to see the most up-to-date processing information.

- Select the applicable search type.
- . In the "Search Criteria" box, enter the details you wish to search.
- · Select the search filter you wish to use.
- · Select the Search button.

All fields marked with an asterisk(*) are required.





Covernor's Office of dusiness and Economic Development GO-Biz

GO-BIZ HOME

CALGOLD HOME

FAQ

CONTACT US



This website assists you in finding appropriate permit information for your business. It also provides contact information for the various agencies that administer & issue these permits.



City of San Diego

- Doing Business
- Economic Development
 - Start, Expand & Finance Your Business
 - Tax Incentives
 - Start-up Resources
 - Industry Associations
- Office of the City Treasurer

Doing Business

Fix, Plan + Build

Incentives and programs are available to help launch, grow and expand your business, and provide support for homeowners and contractors to get work done.











Plan



Start a Business

Find regulations and documents needed to build your company in the City of San Diego



Bid on a Contract

Become a vendor for the future projects



Explore Incentives

https://www.sandiego.gov/doing-business

Fix



Set Up Utilities

Establish water and sewer services and understand your bill



Renovations and Remodels

Learn about the construction process for homeowners, including zoning, permits and inspections



Get Permits

Submit permits online for gas, electrical, mechanical and plumbing projects

Build



Go Green

Incorporate energy-efficient and water-saving practices into your business operations



Learn about Zoning

Find zoning designations according to the City's Land Development Code



Track Your Project (OpenDSD)

View permit activity and search project status by name or address



https://www.sandiego.gov/doing-business

Ten Key Steps to Starting a Business

(For Businesses Within the City of San Diego limits)

Read the full version: 10 Key Steps to Starting a Business
Spanish version: 10 Pasos Clave Para Iniciar Su Negocio



There are several key steps to starting a business in the City of San Diego. The steps may vary depending on the <u>type of business</u> you intend to start. Following the 10 Key Steps to Starting a Business will give you a general idea and help the process run smoothly.

Many steps can be researched and processed online through the websites listed, saving you the time of calling or visiting department or agency offices. The City's Central Library and all branches provide Internet access during library hours.

Get Basic Information with help from the City of San Diego Public Library.

- Select a site and determine zoning by visiting the <u>Zoning Portal</u>. Site permit requirements with help from the <u>OpenCounter Online Business Portal</u>. If you plan to operate out of your home, obtain information about <u>requirements for Home Occupation</u>. For new construction or questions about the development process, please contact the <u>Development Services Department</u>.
- 2. Determine a Business Name and register at <u>County of San Diego</u>, <u>Assessor/Recorder/County Clerk's Office</u>
- 3. Create a Business Plan with help from the Small Business Development Centers (SBDC) <u>South San Diego</u> ₱ , <u>North San Diego</u> ₱ and <u>U.S. Small Business Administration</u> ₱.
- 4. Determine the Business Activity Type from the list provided by the Office of the City Treasurer's Business Tax Certification application.
- 5. Determine the Legal Structure of the business.
- 6. Obtain any special licenses and permits. (Read more about this in the [a] full version of 10 Key Steps.)
- 7. Get tax information from the California Tax Information Center &, and the Internal Revenue Service &.
- 8. Learn about Employer Responsibilities at the City level (Earned Sick Leave and Minimum Wage Ordinance) from the Office of the City Treasurer. Learn about Employer Responsibilities at the State and Federal levels from the Employment Development Department and Internal Revenue Service.
- 9. <u>Apply for a Business Tax Certificate</u> (Business License) from the Office of the City Treasurer, Business Tax Division.





Office of the City Treasurer

Elizabeth Correia City Treasurer

1200 Third Ave., Suite 100 San Diego, CA 92101 619-236-6112 Fax: 619-236-7134

City Holidays



Features



Short-Term Residential Occupancy



Cannabis Business Tax



Sidewalk Vending

Apply for a Business Tax Certificate

> List of Registered Businesses

Rental Tax Exemptions

Cannabis Business Tax

Appeal a Parking Citation

Obtain Business Start Up Information

Apply for a Residential

City Holidays

Features



Short-Term Residential Occupancy



Cannabis Business Tax



Sidewalk Vending

Online Payments

- Business Tax Online
- Rental Tax Online
- TOT/TMD Fees Online
- Delinquent Account Online
- Water & Sewer Bill Online (Customer Care Center)

NOTE: In addition to online payments, other payment methods are available. Past due accounts that have been referred to the Office of the City Treasurer for collection can only be paid through the Delinquent Accounts Program.

City Taxes and Fees

- · Business Tax/Rental Unit Business Tax
- Cannabis Business Tax
- Transient Occupancy Tax (TOT)/ Tourism Marketing District (TMD)

Other Agency Taxes

These other agency taxes are NOT administered by the City of San Diego.

- · Sales and Use Tax
- Property Taxes
- · Income and Payroll Taxes
- Federal Taxes

Apply for a Business Tax Certificate

> List of Registered Businesses

Rental Tax Exemptions

Cannabis Business Tax

Appeal a Parking Citation

Obtain Business Start Up Information

Apply for a Residential Parking Permit

Responsible Banking Ordinance

Transient Occupancy Tax

Living Wage

Equal Benefits

Prevailing Wage

Minimum Wage

(Updated September 29, 2022)

Effective January 1, 2023, the City's minimum wage will increase to \$16.30 per hour.



The City of San Diego's Earned Sick Leave and Minimum Wage Ordinance, San Diego Municipal Code (SDMC) Chapter 3, Article 9, Division 1 became effective on July 11, 2016. It is applicable to employees who perform at least two (2) hours of work in one or more calendar weeks of the year within the geographic boundaries of San Diego.

To assist in determining if a work location is within the geographic boundaries of the City of San Diego, employers and/or employees can find the community by (a) City Council District or can enter the specific address of the work location in the interactive geographic boundaries map.

If a work location is not within the geographic boundaries of the City of San Diego, but within the County of San Diego, the California state minimum wage and earned sick leave laws apply. Information can be found at the state of California Labor Commissioner's webpage.

Minimum Wage

Receive Email Updates

Email *

Enter email address

Submit

Contact Us

SDMinWage@sandiego.gov

Phone: 619-615-1565 Fax: 619-533-3320

File a Complaint

If you believe your rights under the ordinance have been violated, file a complaint.

Have a Question?

Contact our office to schedule a meeting with a Minimum Wage Program representative

San Diego County

- San Diego County business resources
 - Business Licenses & Permits
 - Fictitious Business Names
 - Tax Information



SanDiegoCounty.gov

DEPARTMENTS I WANT TO ... GOVERNMENT RESIDENTS **BUSINESS** JOBS **FOOD** ADDITIONAL PERMITS PROCUREMENT BUILDING Purchasing and Contracting Dept. **Building Permits** Foodhandler Program Weighing and Measuring Devices Discretionary Permits (Administrative View Open Solicitations - BuyNet Food Permits, Rules Body Art Permits, Major Use, Site Plans, Login and Registration - BuyNet Food Plan Check Nurseries Variances, etc.) Special Event Food Permits Pest Control Online Building Permit Process Point-of-Sale Systems Business Licenses Zoning Ordinance General Plan Planning & Development Services Planning & Development Services Contact/Office

COUNTYNEWSCENTER



COVID-19 Vaccines Recommended for Students Going Back to School



VIDEO: Behavioral Health Workforce Symposium Addresses Lack of Qualified



Mexican Fruit Fly Quarantine Declared in Valley Center

More Stories



Popular Services

COVID-19

Monkeypox

Rental Assistance

Jobs

Food and Medical Assistance

Small Business Stimulus Grant Program

More Services

Board of Supervisors







Volcan Mountain Wilderness Preserve





Board Home Page Meeting Agendas Comment on Agendas Find My District Board Meeting Video



SanDiegoCounty.com

| | GOVERNMENT | RESIDENTS BUSINESS | JOBS |
|-------------------------------|---------------------------|------------------------------|------------------------------------|
| APPLY | PAY | REPORT | GET A COPY |
| Small Business Stimulus Grant | Child Support | Child Abuse | Birth Certificate (Last 24 Months) |
| Jobs | Property Tax | Elder Abuse | Birth Certificate (Earlier) |
| Mail Ballot | Revenue and Recovery Bill | Animal Abuse | Marriage Certificate |
| CalFresh (Food Stamps) | | Graffiti | Death Certificate |
| Medi-Cal | | Pothole or Road Problem | Property Tax Bill |
| Rental Assistance (Section 8) | | Airport Noise | Parcel Map |
| Public Housing | | Tobacco Complaints | |
| Marriage License | | Noise | |
| Dog License | | Food Sanitation Complaints | |
| Fictitious Business Name | | Rental Assistance Fraud | |
| Passport | | Discrimination by the County | |
| Volunteer | | Public Assistance Fraud | |
| | | Stormwater Pollution | |
| | | Irrigation Runoff | |

COUNTYNEWSCENTER



COVID-19 Vaccines Recommended for Students Going Back to School



VIDEO: Behavioral Health Workforce Symposium Addresses Lack of Qualified



Mexican Fruit Fly Quarantine Declared in Valley Center

More Stories



More Services

torios

Board of Supervisors











Board Home Page Meeting Agendas Comment on Agendas Find My District Board Meeting Video

Municipal and County Codes

- San Diego Municipal Code
- San Diego County Code
- Municode: other California cities
- American Legal Publishing: some other California counties and cities

Federal Agencies

- US Patent & Trademark Office (USPTO)
 - General policy and process information
 - Trademark search (TESS)
 - Trademark application (TEAS)



Patents

Trademarks

IP Policy

UNITED STATES PATENT AND TRADEMARK OFFICE ®

Learning and Resources





Trademark basics

- > Do I need a U.S.-licensed attorney?
- > Trademark fee information
- > Timeline to process an application
- > Identify if you have a trademark
- > Free resources in your state



Search trademarks

- > Develop a search strategy
- > How to use the Trademark Electronic Search System (TESS)



Apply to register your trademark

- > How do I apply using the Trademark Electronic Application System (TEAS)?
- > Respond to an office action
- > Select goods & services in ID Manual
- > Verify your identity



Protect against scams

- > What to do if scammed
- > Understanding filing firms
- > Administrative sanctions process
- > Watch out for counterfeit goods



Maintain your registration

- > How do I renew my trademark?
- > What happens if my trademark registration is audited?



Laws and rules

- > Trademark Modernization Act
- > Rule making
- > Examination guides

Home Site Index Search FAQ Glossary Contacts eBusiness eBiz alerts News



Trademarks > Trademark Electronic Search System (TESS)

Welcome to the **Trademark Electronic Search System (TESS)**. This search engine allows you to search the USPTO's database of registered trademarks and prior pending applications to find marks that may prevent registration due to a **likelihood of confusion** refusal.

WARNING: Before conducting your search, you must understand the following: (1) what the database includes; (2) how to construct a complete search; and (3) how to interpret the search results. Click TESS TIPS for detailed information on these and other important search topics.

If mark images do not appear when viewing search results, clear the cache in the Internet browser. If you need detailed instructions for clearing the cache, contact tess@uspto.gov. Thank you.

HELP News!



Select A Search Option

Basic Word Mark Search (New User)

This option cannot be used to search design marks.

Word and/or Design Mark Search (Structured)

This option is used to search word and/or design marks. NOTE: You must first use the Design Search Code Manual to look up the relevant Design Codes.

Word and/or Design Mark Search (Free Form)

This option allows you to construct word and/or design searches using Boolean logic and multiple search fields. **NOTE:** You must first use the **Design Search Code Manual** to look up the relevant Design Codes.

Additional Search Options

Browse Dictionary (Browse Dictionary)

This option browses all fields in the database unless you limit to a particular field. Results are returned in a dictionary-style (alphabetic) format.

Search OG Publication Date or Registration Date (Search OG)

This option searches the Official Gazette for marks published or registered on a particular date.

Logout | Please logout when you are done to release system resources allocated for you.



Home Site Index Search FAQ Glossary Contacts eBusiness eBiz alerts News

Trademarks > Trademark Electronic Search System (TESS) Help

TESS Help Menu

Introduction

Search OG Publication Date or Registration Date

Record List Display

Navigational Icon Help

Search Fields

Truncation Operators

Sample Truncation Searches

Logical Operators

Plurals (Plurals Table)

Pattern Matching

Search Principles

New User Form Searching

Phrase Searching

Special Search Features

Common Search Strategies

Dictionary Browse

Search History

Frequently Asked Questions

Known Issues

Multiple Searches

Glossary

If you have thoroughly reviewed this help, and still have a question (or comment or suggestion), you may e-mail **TESS@uspto.gov**. While we cannot promise to answer all messages, your feedback will be considered and may lead to future improvements on TESS.

Introduction

The **Trademark Electronic Search System** (TESS) supports the trademark application process by providing for searching the existing trademark application and registration information via an Internet browser. TESS provides access to the same text and image database of trademarks as currently provided to examining attorneys at the US Patent and Trademark Office via the X-Search system.

The date of the last update to TESS is prominently displayed on the search screens. Updates are performed prior to the start of business for the date indicated. Updates are scheduled daily on Mondays through Saturdays. Marks registered and published in the *Official Gazette --***Trademarks** preceding the date of the last update should be available in this search database. Consult our News for the latest complete filing date available on TESS. Trademark records with a **Mark Drawing Code** of 2, 3, 4, or 5 should include an image of the trademark.

The TESS start-up page allows the user to choose from four search forms. The **New User Form Search** provides for basic searching for Word Marks with commonly requested options. The **Structured Form Search** provides a simple search form for submitting a query, probably the best choice for novice users. The **Free Form Search**, nicknamed the *Advanced Search*, allows users to enter more complicated searches. Finally, the

Treatises & Practice Guides



California Corporations Law

- California Practice Guide Corporations (Rutter) | WL
- Ballantine & Sterling Cal. Corporation Laws | Lexis
- Advising California Nonprofit Corporations | CEB
- Selecting and Forming Business Entities | CEB
- Forming & Operating California Limited Liability
 Companies | CEB

Delaware & General Corporations Law

- Delaware Corporate Law & Practice | Lexis
- Delaware Corporate Forms Library | Lexis
- Advising Small Businesses | Westlaw
- Choice of Business Entity | Westlaw
- Treatise on the Law of Corporations | Westlaw
- Corporate Practice Portfolio Series | Bloomberg



Databases



Cooley Go

- Focused on serving entrepreneurs
- Generate core legal documents, including a full incorporation package, convertible note term sheet, privacy policy, terms of use and more
- Find timely, focused articles on current legal trends, with a straight-forward "what you need to know" tone.







GUIDANCE

RESOURCES

DOCUMENTS

ABOUT

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Employee Confidential Information and Assignment Agreement

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Non-Disclosure Agreement (One-way)

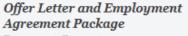
Non-Disclosure Agreement (Mutual)

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Consultancy Agreement

Offer Letter and Employment Agreement Package

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Form of Consulting Agreement



Form of Employee Confidential Information and Inventions Assignment



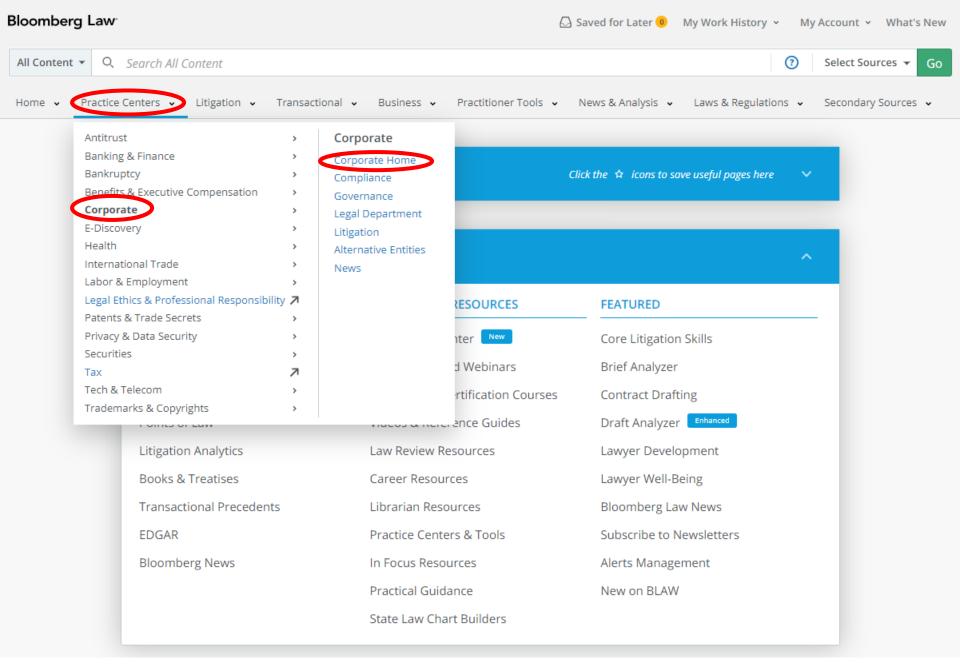


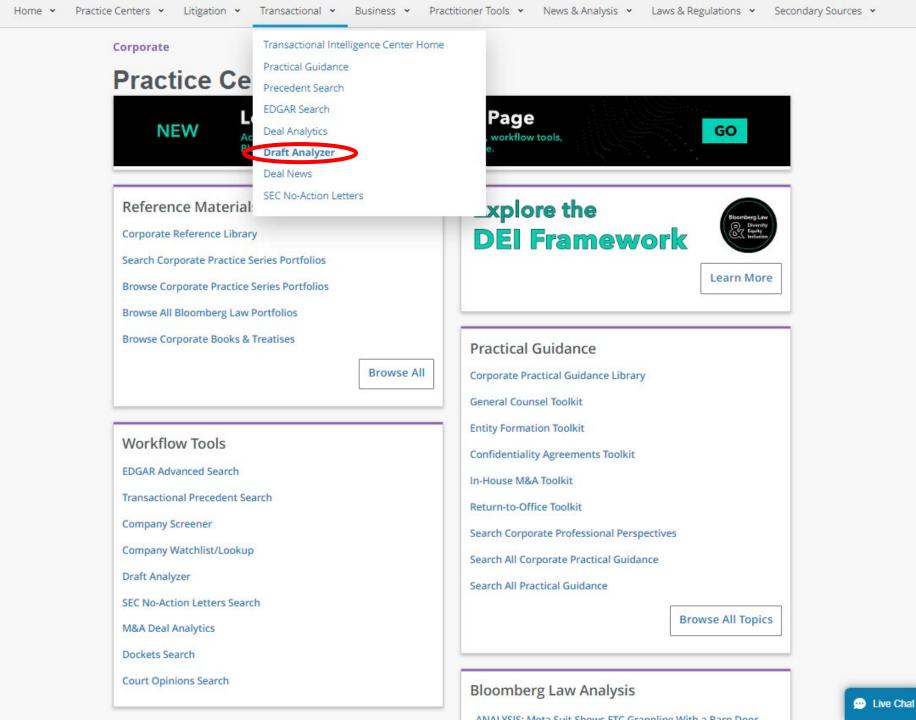


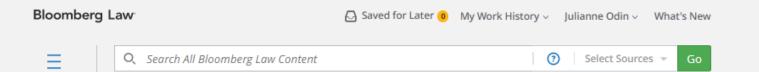


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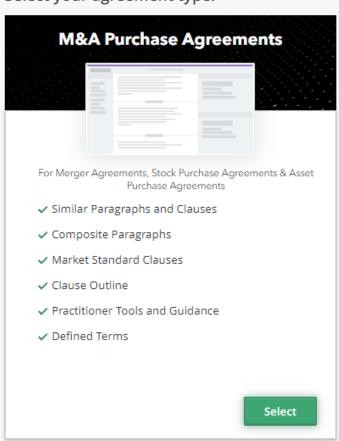




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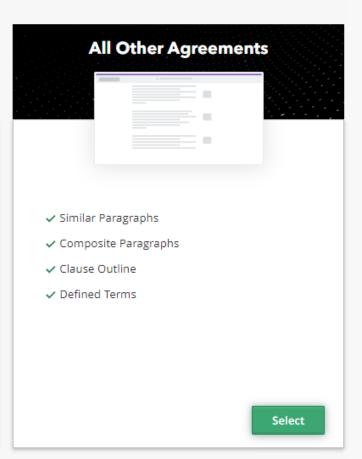
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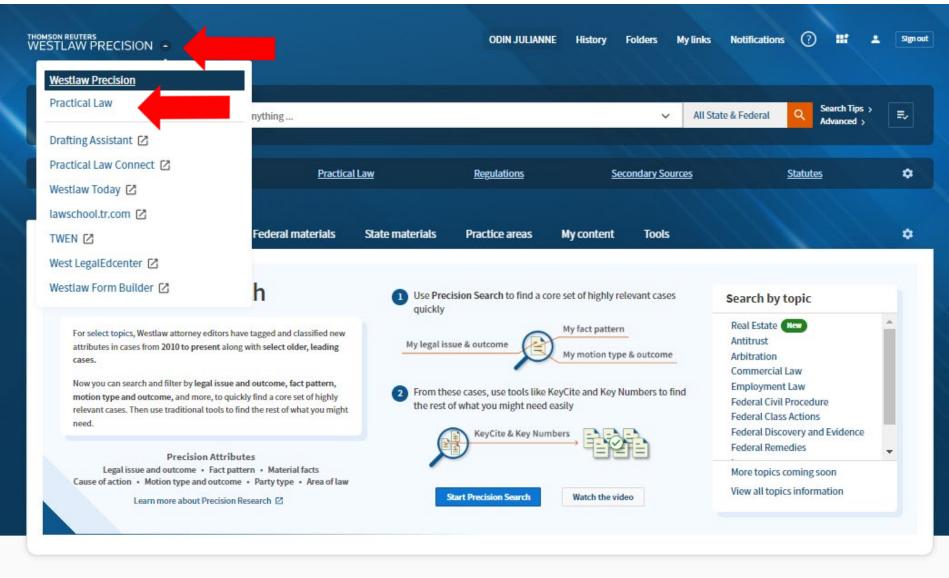
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LRC Reference

Ircrefer@sandiego.edu 619.260.4612

Chat: <u>sandiego.edu/law/library</u>
Zoom appointments by request
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Mon – Thur: 9am-6pm

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Reference hours at the clinics: bit.ly/LRC-Clinics

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