

**Georgia State University**  
**Intellectual Property Disclosure Form**  
**(CONFIDENTIAL)**

INSTRUCTIONS

The purpose of this Intellectual Property Disclosure Form is to record intellectual property that was created and the circumstances under which it was created. It provides the basis for a determination of patentability, for drafting a patent application, and/or for registering a copyright. This is a legally important document, which should be prepared carefully.

An Intellectual Property Disclosure Form should be completed when something new and useful has been conceived or developed, or when unusual, unexpected, or nonobvious research results have been achieved. Where appropriate, the University endeavors to patent University intellectual property and license such intellectual property to industry for further development and commercialization. Royalties derived from any such license will be shared with the inventor(s) in accordance with the University's Intellectual Property Policy. For general information about Intellectual Property created at Georgia State University, please see the Georgia State University Intellectual Property Policy.

An Intellectual Property Disclosure Form should also be completed when other forms of intellectual property are created by faculty, staff, or students, unless the works are specifically excluded Scholarly Works as delineated under Section IV.A of the Georgia State University Intellectual Property Policy or materials used solely by the creator in the teaching of a course. As with inventions, royalties from the commercialization of intellectual property, if any, will be shared with the creator(s) in accordance with the University's Intellectual Property Policy. For general information about Intellectual Property created at Georgia State University, please see the Georgia State University Intellectual Property Policy.

Once the form is signed by the contributor(s), the form and supporting documents should then be submitted to the Principal Investigator (if funded), Department Chair, and College Dean for review and approval. When all signatures have been obtained, please submit the form and documentation to:

(campus or U.S. Mail)  
Office of Legal Affairs  
Georgia State University  
P.O. Box 3987  
Atlanta, GA 30302-3987

(in person):  
Office of Legal Affairs  
Georgia State University  
10 Park Place  
Suite 510  
Atlanta, GA 30303

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**PLEASE TYPE OR PRINT NEATLY**

**1. WORKING TITLE OF INVENTION OR CREATIVE WORK**

**2. CONTRIBUTOR(S)** (Please indicate the following for each contributor \*. **Use additional sheets if necessary to include all contributors.**)

(Contributor 1, estimated royalty share or contribution \_\_\_\_ %)  
 Name: \_\_\_\_\_ SS#: \_\_\_\_\_  
 Citizenship: \_\_\_\_\_ Position: \_\_\_\_\_ Dept.: \_\_\_\_\_  
 Wk. Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_  
 Wk. Address: \_\_\_\_\_  
 Hm. Address: \_\_\_\_\_ Hm. Phone: \_\_\_\_\_  
 Nature of Contribution: \_\_\_\_\_

(Contributor 2, estimated royalty share or contribution \_\_\_\_ %)  
 Name: \_\_\_\_\_ SS#: \_\_\_\_\_  
 Citizenship: \_\_\_\_\_ Position: \_\_\_\_\_ Dept.: \_\_\_\_\_  
 Wk. Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_  
 Wk. Address: \_\_\_\_\_  
 Hm. Address: \_\_\_\_\_ Hm. Phone: \_\_\_\_\_  
 Nature of Contribution: \_\_\_\_\_

(Contributor 3, estimated royalty share or contribution \_\_\_\_ %)  
 Name: \_\_\_\_\_ SS#: \_\_\_\_\_  
 Citizenship: \_\_\_\_\_ Position: \_\_\_\_\_ Dept.: \_\_\_\_\_  
 Wk. Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_  
 Wk. Address: \_\_\_\_\_  
 Hm. Address: \_\_\_\_\_ Hm. Phone: \_\_\_\_\_  
 Nature of Contribution: \_\_\_\_\_

**3. SPONSOR(S) and CONTRACT/GRANT NUMBER(S)** (If none, please indicate "None"). Attach Inventions and Copyright section if you have it. Failure to identify a funding source may be a violation of the terms of the contract/grant and/or federal law.

**4. PRINCIPAL INVESTIGATOR(S)** (Please list even if you do not believe the PI is an inventor or contributor. If not funded, indicate "N/A".)

**5. MATERIAL TRANSFER AGREEMENT** (if materials obtained via a material transfer agreement were used, specify the source of the materials and, if available, attach the Material Transfer Agreement)

<b>6. EVENTS</b> (include all that are applicable)	<b>DATE</b>	<b>REFERENCES AND COMMENTS</b>
A. Initial Idea (conception)		
B. First successful demonstration, if any (first reduction to practice)		
C. First publication, if any, containing a full description of the invention or work . <b>Please attach a copy of this publication.</b>		
D. First oral disclosure		
E. If unpublished and undisclosed, provide the anticipated publication or oral disclosure date (including web publication dates) and any submissions made for potential publication. <b>Please attach copies of submissions.</b>		

\* Inventorship is a legal status that will be determined by counsel after patent claims are drafted, and can only be finally determined after patent claims are allowed. Please list **all** contributors, using additional pages if necessary, with the understanding that listing an individual on this form does not necessarily mean that the individual will be listed as an inventor on a patent application or be a legal inventor of a patent that may result. Deliberate omission of an inventor from a patent may invalidate the resulting patent. If the work is not an "invention", please also use this section to list contributors to the creative work (see Section 10).

**Georgia State University  
Intellectual Property Disclosure Form  
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F. Individuals at the University who understand the intellectual property disclosed and who could further explain the invention (list up to 3). Also, state the nature of any relationships (such as co-participants in papers, proposals, grants, etc.) these individuals have with the contributors.:

_____ Name	_____ Department	_____ Telephone Number	_____ E-mail Address
_____ Name	_____ Department	_____ Telephone Number	_____ E-mail Address
_____ Name	_____ Department	_____ Telephone Number	_____ E-mail Address
_____ Nature of Relationship:			
_____			
_____			

**7. PRIOR ART**

Identify any prior art that you are aware of, including patents or patent applications, publications or products in this area, sales materials, etc. Prior art includes any publicly available knowledge or description of such processes, devices, or modes relevant to the invention disclosed, including your own publications. (attach copies, if available).

**8. COMMERCIAL VALUE**

a.) Please describe any known commercial interest in this invention, or companies which may have commercial interest in this invention, listing specific companies, and/or give your estimate of commercial potential.

b.) List any companies and contact information that have expressed interest in your invention.

c.) In your mind, what steps (and how much funding) are necessary for commercialization?

d.) Are there entities and/or dominating patents in this area, if so who and/or what are they?

**9. DETAILED DESCRIPTION OF THE INVENTION (attach additional sheets as necessary, including any draft manuscripts)**

a.) Briefly, what is the general purpose of the invention or the problem to be solved by the invention?

b.) Describe the old product(s) or process(es) for solving the problem.

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**Intellectual Property Disclosure Form**  
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c.) What are the disadvantages of or how have the old product(s) or process(es) failed to solve the problem and how does your invention overcome them? Are there any additional advantages to your invention?

d.) What features of the invention are believed to be new with respect to the existing state of the art?

e.) What is the preferred form, aspect, application, or mode to your invention envisioned by you now? If known, indicate here.

f.) Please attach a more detailed explanation of your invention, including any figures or sketches useful to illustrate it. If you are working on or have submitted a draft paper describing the invention, please attach it.

**10. SOFTWARE/OTHER WORKS**

a) Is the invention software or is software implemented in the invention? (If so, please ensure all software developers are listed as contributors in part 2.)

b) If the answer to (a) is yes, was any third party content used in the software (open source, library code, etc.). If so, please list the source of the third party content and any applicable licenses.

c) Is the invention or work a literary or dramatic work, musical work, choreographic work, pictorial, graphic, or sculptural work, audiovisual work, sound recording, or architectural work? Note: Intellectual property which resides with the creator according to section IV(A) of the Intellectual Property Policy need not be disclosed.

d) If the answer to (a) or (c) is yes, is the work derivative of another existing work? If so, please explain the original work's source and the modification.

e) If the answer to (a) or (c) is yes, please provide a full listing of university resources, including advice of university employees, that were used in creation of this work.

**11. OUTSIDE ACTIVITIES / CONSULTING**

Do any of the listed contributors have consulting or other relevant relationships with entities other than Georgia State University and/or Georgia State University Research Foundation (including personal companies)? Please explain and attach any consulting agreements or other contracts.

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**12. CONTRIBUTOR CERTIFICATION AND ASSIGNMENT**

I (We) hereby assign all right, title and interest to this invention or work to Georgia State University Research Foundation and agree to execute all documents as requested, assigning to Georgia State University Research Foundation our rights in any patent application filed on this invention, and to cooperate with Georgia State University in the protection of this invention or work. Georgia State University Research Foundation will share any royalty income derived from the invention or work with the actual legal inventor(s) (for patented inventions) or creator(s) (for copyrighted works) according to its standard policies. By signing below, I (we) agree that I (we) have not knowingly omitted the inclusion of other potential inventors or creators and that the information provided in this form is accurate and complete to the best of my (our) knowledge.

_____ <i>Signature</i>	_____ <i>Date</i>	_____ <i>Witness' Signature</i>	_____ <i>Date</i>
_____ <i>Signature</i>	_____ <i>Date</i>	_____ <i>Witness' Signature</i>	_____ <i>Date</i>
_____ <i>Signature</i>	_____ <i>Date</i>	_____ <i>Witness' Signature</i>	_____ <i>Date</i>

**Please use additional sheets as necessary. All contributors named in Section 2 should sign this form.**

Contact Legal Affairs to obtain additional signature sheets for any non-GSU inventors.

**13. Technology disclosed to and reviewed by:**

Signature of Principal Investigator (if funded) \_\_\_\_\_ Date \_\_\_\_\_

Signature of Department Chair \_\_\_\_\_ Date \_\_\_\_\_

Signature of College Dean \_\_\_\_\_ Date \_\_\_\_\_