

Date :

To:

Dr. Mahuya Hom Choudhury
Scientist C
Patent Information Centre,
West Bengal State Council of Science & Technology,
Dept. of Science & Technology,
Govt. of West Bengal,
Vigyan Chhetana Bhavan, 3rd Floor,
Block DD, Plot – 26/B, Sector -1, Salt Lake,
Kolkata – 700064.

Sub:- Application for a search report and corresponding filing guidance regarding the Invention mentioned below.

Sir/Madam,

This is for your kind information that I have developed a process /product / device titled,” under the guidance ofin.....
. University/ College/ Institute. I am interested in filing patent on the above mentioned invention. I enclose the details documents in prescribed format for your kind perusal.

I would like to request you to provide the patent search report for the same to assess the novelty of the invention.

I also assure you that I will abide by the rules and regulation about the searching process in terms of fees and other issues.

Thanking you,

Yours faithfully,