

sent. Both models and bottles must bear the name of the inventor, the title of the invention, and the date of the application; and must be furnished to the Patent Office free of charge and in good order.

8. All fees required to be paid by law must be transmitted with the application, in current, bankable funds, enclosed in registered letters. Post Office orders are preferred. In no case should money be sent enclosed with models.

9. An application for a Patent must be proceeded with and perfected within two years after the lodging of the petition, in default of which it will be regarded as abandoned; and all previous proceedings and payment of fees will be held at the expiration of that period as of no avail.

10. Two or more separate inventions cannot be claimed in one application, nor patented in one Patent. But if separate matters are represented to be so dependant on, and connected with each other as to be necessarily taken together to obtain the end sought for by the inventor, the Commissioner of Patents shall be the judge whether or not the pretensions of the applicant in such respect can be entertained.

11. The filing of a protest against the issuing of a Patent shall not be taken in itself as sufficient reason to withhold the granting of such Patent to an applicant.

12. A *Caveat* shall be composed of a specification (*and drawings*), certified on oath [See form No. 24] and the filer thereof may lodge with it additional papers during its currency, provided they are relevant exclusively to the same invention. The person filing a *Caveat* will not be entitled to notice of any application pending at the time of filing his *Caveat*.

13. All drawings must be made on one or more sheets of tracing linen (eight by thirteen inches) neatly executed, without colors.

14. In the matter of a re-issue, under Section 19 of the Act, whatever is really embraced in the original application and so described or shown in the same that it might have been embraced in the original Patent, may be the ground for a re-issue. No new matter shall be introduced into the specification, nor shall the model and drawings be amended except each by the other. In the absence of model or drawing, the re-issue may contain amendments upon satisfactory proof to the Commissioner that such amendments were a part of the invention, although omitted in the original application.

15. Information in relation to pending cases will be furnished only so far as it becomes necessary in conducting the business of the Office.

16. The Office cannot respond to inquiries as to the probability of an alleged invention being patented in advance of an application for a Patent; nor to inquiries founded upon brief and imperfect descriptions, propounded with a view of ascertaining whether alleged improvements have been patented, and, if so, by whom; nor can it act as an expounder of the Patent law, nor as counsellor for individuals, except as to questions arising within the Office.

17. All business with this Office should be transacted in writing. The action of the Office will be based exclusively on the written record. No attention will be paid to any alleged verbal promise or understanding in relation to which there is any disagreement or doubt.

18. Assignments of Patents are to be accompanied by a copy thereof; such copy will be kept in the Patent Office; and the original will be returned to the person sending it with certificate of registration thereon. The copy to be neatly written on foolscap paper (8 by 13 inches), with an inner margin of one inch and a half wide.

19. All cases connected with the intricate and multifarious proceedings arising from the working of the Patent Office, which are not specially defined and provided for in these Rules, will be decided in accordance with the merits of each case under the authority of the Commissioner; and such decision shall be communicated to the interested parties through the Departmental correspondent of the Patent Office.

NOTICE.—I. Correspondence with the Department is carried through on the Canadian Mail, free of postage.

II. Every paper forwarded to the office should be accompanied by a letter, and a separate letter should be written on every distinct subject.

III. In order to avoid unnecessary explanations and useless loss of time and labour, it is particularly recommended that reference be made to the law before writing on any subject to the Department; and it is also recommended in every case, to have the papers and drawings prepared by competent persons, in the interest both of the applicant and of the public service.

IV. Although it is optional for the applicant to annex drawings to the Specification of a *Caveat* or not, still it is important in the interest of the inventor, always to attach drawings to such specification.

V. It is in the interest of the applicant that the greatest possible care should be taken with the papers, as dispatch and regularity in the proceedings are thereby promoted.

VI. A copy of the rules with a particular section marked, sent to any person making an inquiry, intended as a respectful answer by the Office.

The Appendix of Forms which will be sent to any person who may make application for a Copy consists of PETITIONS. 1. "By a sole Inventor," 2. "By Joint Inventors," 3. "By an Assignee or Legatee, *Mutatis Mutandis*," 4. "By an Inventor and Assignee," 5. "By an Administrator or Executor," 6. "For a re-issue by the Inventor," 7. "For a re-issue by the Assignee," 8. "Form of surrender to be written on the original Patent." 9. "For the extension of the period of a Patent (Invention);" 10. "For the extension of the period of a Patent (Assignee);" 11. "Extension of a Provincial Patent to the whole Dominion;" 12. "Power of Attorney;" 13. "Revocation of Power of Attorney."

SPECIFICATIONS.—14. "For a Machine;" 15. "Drawings;" 16. "For an Art or Process;" 17. "For a Composition of Matter;"

OATHS.—17. "By Sole Inventor;" 19, 20 & 21. "Joint Inventors;" 22. "For a Re-issue Inventor;" 23. "For a Re-issue Assignment of the entire Interest;" 24. "Caveat."

ASSIGNMENTS.—25. "Of an entire interest (or undivided one half interest (of an invention), before the issue of Patent;" 26. "Of an entire interest in a patent;" and 27. "Disclaimer to be in Duplicate."