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Disclosure ID \_\_\_\_\_

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OFFICE USE ONLY 3/10/15

## UNIVERSITY OF DAYTON TECHNOLOGY DISCLOSURE FORM – INVENTIONS

1. Descriptive Title of Invention

2. Inventor(s)

Name (typed) \_\_\_\_\_  
Employer \_\_\_\_\_  
email \_\_\_\_\_  
Business Phone No. \_\_\_\_\_  
Home Address \_\_\_\_\_  
Signature/  
Date \_\_\_\_\_

Name (typed) \_\_\_\_\_  
Employer \_\_\_\_\_  
email \_\_\_\_\_  
Business Phone No. \_\_\_\_\_  
Home Address \_\_\_\_\_  
Signature/  
Date \_\_\_\_\_

Name (typed) \_\_\_\_\_  
Employer \_\_\_\_\_  
email \_\_\_\_\_  
Business Phone No. \_\_\_\_\_  
Home Address \_\_\_\_\_  
Signature/  
Date \_\_\_\_\_

Name (typed) \_\_\_\_\_  
Employer \_\_\_\_\_  
email \_\_\_\_\_  
Business Phone No. \_\_\_\_\_  
Home Address \_\_\_\_\_  
Signature/  
Date \_\_\_\_\_

Name (typed) \_\_\_\_\_  
Employer \_\_\_\_\_  
email \_\_\_\_\_  
Business Phone No. \_\_\_\_\_  
Home Address \_\_\_\_\_  
Signature/  
Date \_\_\_\_\_

Name (typed) \_\_\_\_\_  
Employer \_\_\_\_\_  
email \_\_\_\_\_  
Business Phone No. \_\_\_\_\_  
Home Address \_\_\_\_\_  
Signature/  
Date \_\_\_\_\_

3. Witnesses: The disclosure shall be signed by two witnesses who are not inventors of any part of this invention.

Name (typed) \_\_\_\_\_ Name (typed) \_\_\_\_\_  
Signature \_\_\_\_\_ Signature \_\_\_\_\_  
Date \_\_\_\_\_ Date \_\_\_\_\_

4. Approval: The disclosure shall be signed by the Research Institute division head and/or the academic department chair as applicable.

Name (typed) \_\_\_\_\_ Name (typed) \_\_\_\_\_  
Signature \_\_\_\_\_ Signature \_\_\_\_\_  
Date \_\_\_\_\_ Date \_\_\_\_\_

5. **First Public Disclosure.** Identify the names, places, and dates associated with the first disclosure of enabling details of the invention to anyone outside the University **without the benefit of a formal confidentiality agreement**. Identify why type of disclosure took place. **Attach copies of any publications.** If you are not sure whether public disclosure has been made, give the details of all external communication concerning the invention. **If there has been no outside disclosure, so indicate and include any planned date of disclosure.**

**\*Important\*** Once submitted, any disclosure of the technology **must be reported** to the office to maintain conformance to patent time limits surrounding the technology.

- Oral presentation to a scientific meeting or an informal group. Date \_\_\_\_\_
- Circulation of an abstract of a talk. Date \_\_\_\_\_
- Publication of a journal article or news story. Date \_\_\_\_\_
- Delivery and distribution of a contract report. Date \_\_\_\_\_
- Planned Disclosure Date: \_\_\_\_\_

**NO PUBLIC DISCLOSURE AT THIS TIME**

6. A) EXTERNAL FUNDING

Was the work leading to the invention performed (in whole or in part) on an externally sponsored program?  Yes  No

Sponsoring Agency/Firm \_\_\_\_\_

**Account Number(s)** \_\_\_\_\_ **Contract Number(s)** \_\_\_\_\_  
**(required)** **(required)**

B) INTERNAL FUNDING

Was the work leading to the invention performed (in whole or in part) funded at least partially with internal fund?  Yes  No

Sponsor/Dept/Award Name: \_\_\_\_\_

**Account Number(s)** \_\_\_\_\_

7. Date and circumstances of first verifiable record of the invention:

8. Date and description of other written records of the invention predating this disclosure:

9. Is there a laboratory notebook record of this invention?  Yes  No

Notebook number or other identification \_\_\_\_\_

Page numbers \_\_\_\_\_

10. Has the invention been demonstrated experimentally?  Yes  No

Date \_\_\_\_\_

Description:

11. Sale of Product. Has a purchase order been accepted for sale of the result of the invention in any form?  Yes  No

If YES, please provide pertinent details

12. Samples. Have samples of the invention been given to anyone outside the University for evaluation (including sponsors)?  Yes  No

Please provide pertinent details:

13. What do you see as the commercial value of the invention? What is the market and how large is it?

14. List the names of companies that might be interested in licensing the invention. If you have contacts with these companies please list those as well.

15. **Attach to this form a Nonconfidential Abstract of the invention addressing the items listed below:**
- (a) Description. Provide a brief general description that communicates the essence of the invention without disclosing pertinent technical details.
  - (b) Application. Intended use of the invention, especially for commercial purposes. Be specific.
  - (c) Advantages. What is new and useful about the invention? Why is it better than the prior art?
  - (d) Current State of Development. Is the invention a concept only, fully developed and ready to license, or somewhere in between? Give some idea of how much development work would be needed to commercialize the invention.
16. **Prepare the Detailed Description so an individual reasonably skilled in the art would readily recognize what is new, different, useful, and non-obvious about the invention.** Try to communicate the central essence of the invention. Use photographs, sketches, and graphs as necessary. Include the following elements in the description.
- (a) Intent. Briefly identify the problem and/or need addressed by the invention.
  - (b) Applicability. Describe the invention's general areas of application and specific uses.
  - (c) Function. Describe in detail the pertinent features of the invention with emphasis on (1) novelty, (2) advantages, (3) disadvantages and limitations, and (4) prior related inventions.
  - (e) Inventors' Roles. If more than one inventor contributed to the invention, describe the individual roles and contributions of each inventor to either the concept or its successful reduction to practice.

Submit completed disclosure form to:

**THE UNIVERSITY OF DAYTON**  
**Office of Technology Partnerships**  
**300 College Park**  
**Dayton, OH 45469-0102**  
**Telephone 937-229-3469**  
**Fax 937-229-3873**