



# TRADEMARK/SERVICE MARK ASSIGNMENT

SECRETARY OF STATE

SFN 13408 (03-06)

FOR OFFICE USE ONLY

ID#:
WO#:
Filed: _____ By: _____
Expiration Date: _____

**1. FILING FEE: \$30.00**

**2. Two exact facsimiles** of the trademark or service mark must be attached. Colored facsimiles are required if color is a distinguishing characteristic.

### SEE INSTRUCTIONS FOR FILING AND MAILING GUIDANCE

For reference, see North Dakota Century Code, Chapter 47-22.

3. Assignor: (owner currently recorded with the Secretary of State)	4. Social Security/Federal ID #:	5. Telephone #:
6. Address of assignor's principal place of business: (Street/RR, PO Box, City, State, Zip+4)		7. Toll-Free Telephone #:
8. Assignee: (Person or entity to whom ownership of mark is transferred)	9. Social Security/Federal ID #:	10. Telephone #:
11. Address of assignee's principal place of business: (Street/RR, PO Box, City, State, Zip+4)		12. Toll-Free Telephone #:

13. The assignee is: (select one)

Corporation incorporated in State of \_\_\_\_\_  Individual/Sole Proprietor

Limited Liability Company organized in State of \_\_\_\_\_  General Partnership (see #13)

Limited Partnership, Limited Liability Partnership, or Limited Liability Limited Partnership organized in State of \_\_\_\_\_  Other. Define (see instructions) \_\_\_\_\_

14. If assignee is a general partnership, list all partners, their Social Security/Federal ID #'s, and the addresses of their principal places of business:

NAME	SOCIAL SECURITY/ FEDERAL ID #	COMPLETE ADDRESS				
		Street/RR	PO Box	City	State	Zip+4

15. Provide a specific and detailed description of the trademark or service mark as you wish to have it protected including features such as color, words, lettering, pictures or designs, etc.: (The words "see attached facsimile" cannot be accepted.)

16. The mark is used to promote, or in connection with, the following goods or services:

17. Classification of goods or services as designated in statutory list: (Provide the actual categories, not just the class number.) (See instructions, page 3)

18. Describe how the mark is used, or manner in which it is associated with a product or a service, (e.g. on a label, imprinted on the product, used in advertising, on building or vehicle signs, etc.)

19. Date on which this mark was first used by the applicant or predecessor in business anywhere: (month, day, and year)	20. Date on which this mark was first used by the applicant or predecessor in business in North Dakota: (month, day, and year)
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21. "The assignor(s) declare(s) he/she is/are the owner(s) of this mark and hereby assign(s) this mark to the assignee with the good will of the business connected with the use of, and symbolized by, the mark.

I (We), the assignor(s), say that I (we) have read the foregoing assignment, know the contents thereof, and believe the statements made thereon to be true."

Original Signature of assignor _____	Date _____	Original Signature of assignor _____	Date _____
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22. Name of person to contact if questions about this registration:	E-mail address:	Daytime telephone #:
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## INSTRUCTIONS FOR TRADEMARK/SERVICE MARK ASSIGNMENT

To transfer ownership of a trademark or service mark registered with the Secretary of State, the registrant of record must file a Trademark/Service Mark Assignment. Upon filing the Trademark/Service Mark Assignment, the Secretary of State issues, in the name of the assignee, a new certificate for the remainder of the term of the ten-year registration, or the last renewal thereof. An assignment filed with the Secretary of State does not extend the registration period. The expiration date is stated on the new certificate.

The following numbers correspond to the numbered sections on the front of this form.

1. The assignment fee is \$30. Checks must be payable to the "Secretary of State" and must be negotiable U.S. funds. Payment may also be made by credit card using VISA, MasterCard, or Discover.
2. Attach two identical facsimiles of the mark to the assignment. The facsimiles may be in the form of an actual label or tag, or a photograph. If color of the mark is a distinguishing characteristic, colored facsimiles must be provided.
3. Provide the full name of the assignor who is the owner of the trademark or service mark as currently recorded with the Secretary of State. If the owner is a corporation, a limited liability company, a limited partnership, a limited liability partnership, or a limited liability limited partnership filed with the Secretary of State, the assignor's name must be identical to that as registered.
4. To properly maintain trademark or service mark records the Social Security or Federal ID number(s) of the assignor is requested.

In compliance with the Federal Privacy Act of 1974, the disclosure of the Social Security or Federal ID number on this form is voluntary. The number is not disclosed to the public. It is used by the Secretary of State to maintain accurate trademark and service mark files. Therefore, while voluntary disclosure is requested, failure to do so will not result in rejection of the registration.

5. The telephone number of the assignor is required.
6. Provide the complete mailing address of the assignor's principal place of business.

**In this section, an address must include either a street or rural address and/or a post office box number if required for mailing purposes, in addition to the city, state, and zip code.**

7. Provide the toll-free telephone number if the assignor has one.
8. Provide the full name of the assignee who is the person or entity to whom ownership of the mark is transferred. If the assignee is a corporation, a limited liability company, a limited partnership, a limited liability partnership, or a limited liability limited partnership filed with the Secretary of State, the assignee's name must be identical to that as registered.
9. To properly maintain trademark or service mark records the Social Security or Federal ID number(s) of the assignee is requested. (See number 3 regarding privacy of Social Security or Federal ID numbers.)
10. The telephone number of the assignor is required.
11. Provide the complete mailing address of the assignee's principal place of business. If the owner is a corporation, limited liability company, limited partnership, limited liability partnership, or limited liability limited partnership registered with the Secretary of State, the principal place of business address must correspond to that declared in the separate entity registration with the Secretary of State. When notice is received in the form of an annual report of an owner indicating that the address of the principal place of business is changed in the entity registration, such notice automatically effects a change in the trademark or service mark registration.
12. Provide the toll-free telephone number if the assignee has one.
13. Select the organizational structure which best defines the assignee.

If the assignee is a corporation, a limited liability company, a limited partnership, a limited liability partnership, or a limited liability limited partnership include the state of origin. Any such entity created according to North Dakota laws must be in existence and on file with the Secretary of State before an assignment will be accepted for registration.

A North Dakota general partnership using a fictitious name must have a Partnership Fictitious Name Certificate on file with the Secretary of State before an assignment will be accepted for registration.

If the assignee of the mark is an organizational structure defined as "other" and not mentioned above, the acceptance of an assignment will be assessed on a case-by-case basis.

14. If the assignee is a general partnership, provide the names of all partners, their social security or Federal ID numbers, and the complete addresses of their principal places of business. (See number 5 for definition of complete address.) (See number 3 regarding privacy of social security or Federal ID number.)
15. Provide a specific and detailed description of the mark. Describe the features of the mark including color, words, lettering, pictures, design, size, or any other characteristics of the mark. Attaching a facsimile and stating "see attached" cannot be accepted. The description of the mark may need to be more explicit than the previous registration.
16. Identify the services, goods, or products that will be associated with the mark.

17. The goods and services associated with a mark are classified by North Dakota Century Code, Section 47-22-09. From the following schedule, identify all the classes of goods or services associated with the mark. (Since North Dakota's laws related to trademarks and service marks changed on March 13, 2003, the classification(s) may be different for the assignee than those previously recorded for the assignor.)

**GOODS:**

- |   |   |
|---|---|
| 1) Raw or partly prepared materials.                      | 27) Horological instruments.  |
| 2) Receptacles.   | 28) Jewelry and precious-metal ware.                                |
| 3) Baggage, animal equipment, portfolios and pocketbooks. | 29) Brooms, brushes, and dusters.                                   |
| 4) Abrasives and polishing materials.                     | 30) Crockery, earthenware, and porcelain.                           |
| 5) Adhesives.   | 31) Filters and refrigerators.                                      |
| 6) Chemicals and chemical compositions.                   | 32) Furniture and upholstery.                                       |
| 7) Cordage.   | 33) Glassware.  |
| 8) Smokers' articles, not including tobacco products.     | 34) Heating, lighting, and ventilating apparatus.                   |
| 9) Explosives, firearms, equipments, and projectiles.     | 35) Belting, hose, machinery packing and nonmetallic tires.         |
| 10) Fertilizers.  | 36) Musical instruments and supplies.                               |
| 11) Inks and inking materials.                            | 37) Paper and stationery.   |
| 12) Construction materials.                               | 38) Prints and publications.  |
| 13) Hardware and plumbing and steam-fitting supplies.     | 39) Clothing.   |
| 14) Metals and metal castings and forgings.               | 40) Fancy goods, furnishings, and notions.                          |
| 15) Oils and greases.                                     | 41) Canes, parasols, and umbrellas.                                 |
| 16) Paints and painters' materials.                       | 42) Knitted, netted, and textile fabrics, and substitutes therefor. |
| 17) Tobacco products.                                     | 43) Thread and yarn.  |
| 18) Medicines and pharmaceutical preparations.            | 44) Dental, medical, and surgical appliances.                       |
| 19) Vehicles.   | 45) Soft drinks and carbonated waters.                              |
| 20) Linoleum and oiled cloth.                             | 46) Foods and ingredients of foods.                                 |
| 21) Electrical apparatus, machines, and supplies.         | 47) Wines.  |
| 22) Games, toys, and sporting goods.                      | 48) Malt beverages and liquors.                                     |
| 23) Cutlery, machinery, and tools, and parts thereof.     | 49) Distilled alcoholic liquors.                                    |
| 24) Laundry appliances and machines.                      | 50) Merchandise not otherwise classified.                           |
| 25) Locks and safes.                                      | 51) Cosmetics and toilet preparations.                              |
| 26) Measuring and scientific appliances.                  | 52) Detergents and soaps.   |

**SERVICES:**

- |                              |                                 |
|------------------------------|---------------------------------|
| 1) Miscellaneous services.   | 5) Communications.              |
| 2) Advertising and business. | 6) Transportation and storage.  |
| 3) Insurance and financial.  | 7) Materials treatment.         |
| 4) Construction and repair.  | 8) Education and entertainment. |

18. Describe how the mark is used or associated, (e.g., a tag or label attached to the product, appears on the wrapping of the product, appears on the box in which the product is contained, is in some manner imprinted on the product, is used in advertising, etc.)
19. Provide the date (month, day, and year) on which the mark was first used anywhere.
20. Provide the date (month, day, and year) on which the mark was first used in North Dakota.
21. The application must bear the original signature of the assignor and the date on which it was signed.
22. Provide the name, email address, and daytime telephone number of the person to contact for any issues related to the assignment.

**ASSISTANCE:** If assistance is required to complete this assignment contact the Secretary of State's Business Division.

**EXPEDITING PROCESS:** If the assignment is being submitted by someone other than the assignor or assignee, provide a cover letter with the name and telephone number of the responsible individual so that any deficiencies on the form can be remedied by telephone.

**AMENDMENT:** Any registrant that effects a name change must record that name change with the Secretary of State. The Secretary of State must record the name change upon the payment of \$30 and filing of the following:

1. A notarized statement reciting the name change if the registrant is an individual.
2. A certificate of fact reciting the name change duly authenticated by the proper officer of the state or country if the registrant is a corporation, limited liability company, limited partnership, limited liability partnership, or limited liability limited partnership incorporated or organized in another state or country and does not have a certificate of authority or registration to transact business in North Dakota.
3. An amendment or application for amended certificate of authority or registration for a registrant that is a corporation, limited liability company, limited partnership, limited liability partnership, or limited liability limited partnership registered with the Secretary of State.

A registrant must notify the Secretary of State when effecting a change of address. An annual report of a corporation, limited liability company, limited partnership, limited liability partnership, or limited liability limited partnership filed with the Secretary of State that reflects a change of address of the principal place of business of a registrant serves as such notice.

