

## TTAB Change of Address



# Electronic System for Trademark Trials and Appeals

[View ESTTA technical requirements, new features and other important user guidelines](#)

**If you are using Internet Explorer, please ensure that the Compatibility View (Tools>Compatibility View settings) is disabled or not enabled.**

[Browse ESTTA forms and learn when and how to use them](#)

**File Size Limits:** The maximum size for each attached file is 6 MB. A single ESTTA filing may comprise more than one attached file, totaling no more than 53 MB.

Please choose one of the following options to start filing a form for

- [Request for Extension of Time to File an Opposition](#)

File a request for extension of time to file a notice of opposition, relinquish an extension, or other actions related to extensions of time to oppose.

Enter the application serial number to which the filing applies:

Fees are required for certain requests for extension that can be filed using this form.

- [File a New Proceeding](#)

Use these options to file a new opposition, cancellation or appeal from a final refusal to register.

Choose your filing and enter the serial number of the application to be opposed, the registration number of the registration to be cancelled, or the serial number of the application to be appealed.

Type of filing:

There is a filing fee associated with these forms.

- [File Documents in a Board Proceeding](#)

Use these options to file documents (motions, briefs, etc.) in an already existing opposition, cancellation, concurrent use, or appeal proceeding. Choose a filing option and enter the opposition number (91xxxxxx), cancellation number (92xxxxxx), concurrent use number (94xxxxxx), or application serial number to which your filing applies.

Type of filing:


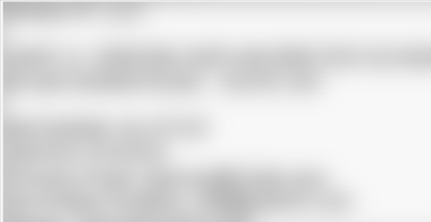
Most filings do not require a fee.

*Start screen*

## Electronic System for Trademark Trials and Appeals

[Change of Correspondence Address](#)  
[Navigation: - Party](#)ESTTA v. **Identify Party**

Please check the box indicating the party on whose behalf this filing is being made.  
Only parties to this proceeding or their attorneys may file papers.

Proceeding Number	<input type="text"/>
<input type="radio"/> Plaintiff	
<input type="radio"/> Defendant	

☐ I am represented by an attorney

Check here if represented by an Attorney. Note: This box will be checked automatically for non-US domiciled parties.

*Select filing party screen*

# Correspondence Address

Enter the address at which you would like to receive [correspondence regarding this proceeding](#).

Name *	<input type="text"/>
Title	<input type="text"/>
Business	<input type="text"/>
Street address *	<input type="text"/>
Internal address/ Street 2	<input type="text"/>
City *	<input type="text"/>
State/Territory *	<input type="text" value=""/> ▼
Postal Code *	<input type="text"/>
Country *	<input type="text" value=""/> ▼ <input type="button" value="Switch to non US address"/>
<a href="#">Email Address</a>	<b>Primary Email Address *</b> (You may enter only one address.) <input type="text"/>
	<b>Secondary Email Address(es)</b> (You may enter up to 10 addresses. These are addresses to which the Board will also transmit correspondence.) <input type="text"/>
Telephone Number	<input type="text"/>

## Attorney Correspondence Information

Enter the address at which you would like to receive [correspondence regarding this proceeding](#).

Name *	<input type="text"/>
Firm	<input type="text"/>
Docket Number	<input type="text"/>
Bar Membership *	<div>Year of Admission <input type="text" value="v"/></div> <div>U.S. State/Commonwealth/Territory <input type="text" value="v"/></div> <div>Membership Number <input type="text"/></div> <div><small>You must enter either "N/A" or a membership number if your U.S. state, commonwealth, or territory issues one. This number will not be publically displayed.</small></div> <div><input type="checkbox"/> This attorney of record is an active member in good standing of the bar of the highest court of a U.S. state, the District of Columbia, or any U.S. commonwealth or territory.</div>
Street address *	<input type="text"/>
Internal address/ Street 2	<input type="text"/>
City *	<input type="text"/>
State/Territory *	<input type="text" value="v"/>
Postal Code *	<input type="text"/>
Country *	<div>UNITED STATES <input type="text" value="v"/></div> <div>Switch to non US address</div>
Email Address	<div>Primary Email Address *</div> <div><small>(You may enter only one address.)</small></div> <div><input type="text"/></div> <div>Secondary Email Address(es)</div> <div><small>(You may enter up to 10 addresses. These are addresses to which the Board will also transmit correspondence.)</small></div> <div><input type="text"/></div>
Telephone Number	<input type="text"/>

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Attorney correspondence screen



# Electronic System for Trademark Trials and Appeals

Change of Correspondence Address  
Navigation: [Party](#) - [Correspondence](#) - Service

ESTTA v.

## Certificate of Service

The undersigned hereby certifies that a copy of this paper is being served upon all parties to this proceeding at the address record of in the following manner on the date this filing is submitted.

<b>Select Method of Service *</b>	<input type="radio"/> Email
	<input type="radio"/> First Class Mail or Priority Mail Express
	<input type="radio"/> Hand Delivery
	<input type="radio"/> Overnight Courier
	<input type="radio"/> Other Forms of Electronic Transmission

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*Certificate of service screen*

## Signature

The submission must be signed by the filer. The Board will accept any combination of letters, numbers, spaces or punctuation marks as a valid signature if it is placed between two forward slash (/) symbols.

IN THE UNITED STATES PATENT AND TRADEMARK OFFICE  
BEFORE THE TRADEMARK TRIAL AND APPEAL BOARD

### Change of Correspondence Address

Proceeding No.	
Plaintiff	

Please change the correspondence address for the above party here as follows:

Old Correspondence Address	
New Correspondence Address	

### Certificate of Service

The undersigned hereby certifies that a copy of this filing has been served upon all parties, at their address of record by on this date.

## Filer Information

Fill in the information below. You will receive an email confirmation of your filing within 24 hours.

Filer's Signature *	
Filer's Name *	
Filer's Email Address *	
	Note: Multiple email addresses may be provided separated by comma and space
Date	

[Next](#) [Back](#) [Cancel](#) [Save Session](#)

*Signature screen*

## Validate and Submit

Review the information below and click on the "Submit" button if the information is correct. If you need to edit any information, go back to proper screen using navigation facilities on this web page and make your correction(s).  
DO NOT USE THE BACK BUTTON ON YOUR BROWSER.

IN THE UNITED STATES PATENT AND TRADEMARK OFFICE  
BEFORE THE TRADEMARK TRIAL AND APPEAL BOARD

### Change of Correspondence Address

Proceeding No.	
Plaintiff	

Please change the correspondence address for the above party here as follows:

Old Correspondence Address	
New Correspondence Address	

### Certificate of Service

The undersigned hereby certifies that a copy of this filing has been served upon all parties, at their address of record by on this date.

Respectfully submitted,

Submit

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*Validate and submit screen*