

	<b>James River Insurance Company</b> 7130 Glen Forest Drive, Suite 210 Richmond, VA 23226 804-289-2700	<b>Copyrights/Patents/Trademarks Supplemental Application</b>
		<b>PROFESSIONAL LIABILITY Division</b> Email to <a href="mailto:PL@jamesriverins.com">PL@jamesriverins.com</a> or, Fax to 804-287-2816
<b>APPLICANT'S INSTRUCTIONS:</b> 1. Answer all questions completely. Please attach extra sheets as required. Incomplete or illegible applications may be discarded.		

**AREAS OF PRACTICE**

1. Please provide a breakdown of your practice based on gross billable income by showing the percentages for each of the following:
- |  |  |
|--|--|
| a. Domestic Patent Prosecution _____%      | e. Patent Infringement _____%                          |
| b. Foreign Patent Prosecution _____%       | f. Trademark/Copyright Registration & Licensing _____% |
| c. Intellectual Property Litigation _____% | g. Other (Describe) _____                              |
| d. Patent Filings and Searches _____%      |  |

**INDUSTRY AREAS**

2. Industry areas. Please provide a breakdown of your intellectual property practice by showing the percentages based on gross billable income derived from intellectual property matters within the following industries:
- |                        |                           |
|------------------------|---------------------------|
| a. Biotechnical _____% | d. Mechanical _____%      |
| b. Chemical _____%     | e. Pharmaceutical _____%  |
| c. Computer _____%     | f. Other (Describe) _____ |

**CLIENTS**

3. Please list the larges (billings) 3 copyright/patent/trademark clients of the firm.

Name	Type of Business	Work Performed	Annual Billings
a. _____	_____	_____	_____
b. _____	_____	_____	_____
c. _____	_____	_____	_____

4. Provide the percentage breakdown of the firm's clients by size (estimate).  
 Fortune 500 \_\_\_\_\_%      Mid-Sized Companies \_\_\_\_\_%      Small Companies/Entrepreneurs \_\_\_\_\_%

**FIRM PROCEDURES**

5. a. When undertaking a patent search, do you require the use of an engagement letter which details the nature, scope, and limitations of a proposed patent search?  Yes  No
- b. When an engagement is completed, do you always send termination letters?  Yes  No
- c. For foreign patent fillings, is the client made aware of the deadlines for these filings and the requirements to complete the filing?  Yes  No
- d. If the client is responsible for payment of annuities, maintenance fees and taxes, or if authorization is necessary, are notices of required payments sent well in advance of the due date?  Yes  No
- e. Do you maintain a calendar or docketing system to record, monitor and comply with filing

- deadlines and other time limitations in connection with securing patents?  Yes  No
- f. Please describe your procedures to ensure that the client is notified of all such deadlines and other time limitation:
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- g. Does your firm have a policy regarding "last minute" client filing requests?  Yes  No  
If "Yes", describe:
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- h. Does your process include a written warning (to clients) of the consequences of failing to file within deadlines?  Yes  No
- i. Do you engage the services of a third party to carry out patent searches?  Yes  No  
If "Yes", indicate how frequently, under what circumstances and whether third parties have own insurance or a hold harmless agreement in place:
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- j. When rendering an opinion as to the results of a patent search, do you qualify the opinion in writing with reference to the nature, scope, and limitations of the search conducted?  Yes  No
- k. Has your firm litigated any matters for which it handled the underlying patent/copyright/trademark matter?  Yes  No
6. Please provide a description of the firm's procedures for new client approval.
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- Are these procedures written in a company manual or risk management guide?  Yes  No  
Does firm allow representation of individual inventor/employees of corporate or university clients?  Yes  No
7. Has the firm accepted equity interest in a client in lieu of fees?  Yes  No  
If yes, provide a separate sheet describing the following:
- Under what circumstances will the firm accept equity in lieu of fees?
  - What is the approval process if a lawyer wishes to accept equity in lieu of fees?
  - Provide a list of clients in which you have accepted equity including the percentage of equity interest held in the client.
8. Does the firm have a peer review procedure?  Yes  No
9. Describe how the work of associates is supervised:
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10. Does the firm employ contract attorneys?  Yes  No  
If yes, describe how their work is supervised:
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**THE APPLICANT REPRESENTS THAT THE ABOVE STATEMENTS AND FACTS ARE TRUE AND THAT NO MATERIAL FACTS HAVE BEEN SUPPRESSED OR MISSTATED. COMPLETION OF THIS FORM DOES NOT BIND COVERAGE. APPLICANT'S ACCEPTANCE OF THE COMPANY'S QUOTATION IS REQUIRED PRIOR TO BINDING COVERAGE AND POLICY ISSUANCE.**

**ALL WRITTEN STATEMENTS AND MATERIALS FURNISHED TO THE COMPANY IN CONJUNCTION WITH THIS APPLICATION ARE HEREBY INCORPORATED BY REFERENCE INTO THIS APPLICATION AND MADE A PART HEREOF.**

Applicant: \_\_\_\_\_ Title \_\_\_\_\_  
Applicant's Signature: \_\_\_\_\_ Date \_\_\_\_\_  
Agent/Broker Name: \_\_\_\_\_