



OFFICE OF THE SECRETARY OF STATE
Trademark Division
16 Francis St.
1st Floor
Annapolis, Maryland 21401
410-974-5521
<http://sos.maryland.gov/trademark>

APPLICATION FOR REGISTRATION OF TRADEMARK OR SERVICE MARK

DO NOT WRITE IN SHADED AREA

Date Processed: ___/___/_____ Processed By (initials only): _____ Registration No.: _____ Date Mailed ___/___/_____

IMPORTANT: READ GENERAL INSTRUCTIONS BEFORE COMPLETING THIS APPLICATION

In compliance with Maryland State law the undersigned, having adopted and used a trademark or service mark in this State and desiring to file the same for public record in the Office of the Secretary of State of Maryland, does hereby certify the following:

1. Name of Applicant or Name of Mark: _____

2. _____
Principal Business Address City Zip Code

Mailing Address (if different from principal address) City Zip Code

3. Applicant is (check one) Individual ___ Corporation ___ Partnership ___ LLC ___

4. If applicant is a corporation, partnership, or LLC, indicate the State of incorporation: _____

Important: To ensure proper notification at the time of renewal registration, you must advise this office of any change of address.

5. Telephone number of Applicant: _____ Email: _____

6. Type of mark desired (check one): ___ Trade ___ Service

7. Class Number and Title: _____ (A separate application must be filed for each class in which a registration of the mark is sought.)

8. Describe the **mark** as it appears. This description is the way the mark will be registered (50 word max)

9. (a) If a trademark, what goods are offered or sold under the mark? OR (b) if a service mark, what services are provided under the mark (50 word max)

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10. **Specify** how the mark is actually being used on or in connection with the **goods** or **services** (Max of 50 words):

11. Date when mark was first used anywhere (give month, day and year): _____

12. Date when the mark was first used by the applicant in Maryland (give month, day, year): _____

13: **If this is a Renewal:** Is this trade ____ service ____ mark still in use in Maryland? ____ yes ____ no

I hereby certify that the applicant is the owner of this mark, the mark is in use, the specimens filed herewith are true and correct and that another person does not have the right to use this mark in the State of Maryland, and that this mark is not deceptively similar to a mark that another person has a right to use in the State of Maryland. I solemnly affirm, under penalties of perjury, that the contents of this document are true to the best of my knowledge, information, and belief.

Signature of Applicant: _____ Print Name: _____

Official Title (if signing for an entity): _____ Date: _____

Email: _____

Mail to the Secretary of State, at the above address, the following:

- 1) This completed application.
- 2) Three (3) specimens of the mark as currently used. May be 3 samples of the same specimen.
- 3) A filing fee of \$50.00 payable to the Secretary of State. Filing fees are non-refundable and non-transferable.

Keep a copy of your submitted application and specimens for your records.

Disclaimer: This form, and any related instructions, are not intended to provide legal, business or tax advice, and are furnished without representation or warranty. While this form is believed to satisfy minimum legal requirements as of its revision date, compliance with applicable law, as the same may be amended from time to time, remains the responsibility of the user of this form. Questions should be addressed to the user's legal, business or tax advisor(s).

Maryland Office of the Secretary of State of Maryland
Trademark/Service Mark Division
16 Francis Street
1st floor
Annapolis, MD 21401
410-974

**INSTRUCTION FOR COMPLETING THE
TRADEMARK/SERVICE MARK APPLICATION**

1. **Name of Applicant:** If the applicant is a business, enter the true name of the business, corporation, LLC or Partnership. If you want the Mark to be owned by the company, you will need to first have your company registered with the State Department of Assessment & Taxation (SDAT). Contact the office at (410) 767-1184, or the Maryland Business Express link on the website DAT.Maryland.gov.
2. **Applicant is:** Check the box which corresponds to the type of company that will own the Mark. If your type of company isn't listed, you may write in the correct type. If there is a company's name on line 1, then "individual" can't be checked. Same is true if a person is listed as the applicant, "corporation" can't be checked.
3. **State where the business is registered:** Any business should be registered with a state of your choosing. List that state on this line.
4. **Address of Applicant:** This could be the businesses address if it's the applicant or the person's address. Keep in mind that if you should move, we should be notified so we can send your renewal and any other notices pertinent to your Mark.
5. **Contact Information of applicant:** This is a phone number and/or email we will use to contact you to ask questions.
6. **Type of Mark Desired:** (check one) A trade mark should be checked if you are selling a product. This could be any product, such as: clothing, cosmetics, toys, jewelry, etc. A service mark should be used for a service you provide, such as: yoga instructor, doctor, car mechanic, beautician, etc.
7. **Class Code and Title:** The first 52 classifications are for goods that you are selling and will be the class of items your trademark will cover. The 33 lower classifications are for services, and will be tied to your service mark. If you have chosen the miscellaneous class, write a description of your goods or services on this line. The class you list will be the ONLY class your trade/service mark will cover. Example: you are selling T-Shirts that compliment your yoga class. You will need 2 Marks, a service mark for your yoga services and a trademark for the T-shirts you are selling. Only one class code per application.
8. **Describe your mark:** Describe in a few words your logo, slogan or phrase. Your description can't be your company's name. Example: If it's words surrounding a globe with a star flying across the top, list all those items in your description. If colors are important list that. The Secretary of State's Office has the right to shorten your description to fit in the area reserved on your certificate.
9. **Describe the Goods/Services with which the mark is used:** This is a description of the products/services your company sells. For a trade/service mark you will list the goods/services. List only goods/services that fall into the classification this application is for. Examples: T-shirts, rehabilitation services, e-cigs, tires, car detailing, burial services, landscaping, groceries, etc.
10. **Specify how the mark is actually being used:** List all the ways this Mark **IS** being used. For goods this could include: packaging, websites, advertising, labels, signs, etc. For services: this could include: websites, signs, uniforms, advertising, banners, etc. You must include three

(3) reproductions or specimens of the mark **as used.**

11. **Date when the mark was first used anywhere:**
List the date you first starting using it anywhere, not just in Maryland.
12. **Date when the Mark was first used by the applicant in Maryland:** This date might be the same as the date for #11 if you first used it in Maryland. Otherwise write the date you started using it in Maryland.
13. **If this is a renewal:** If it's not a renewal, ignore this question. If this is a renewal check the area for "trade" or "service" and whether you are still using it. If you have the original certificate, list the registration number in this section to make it easier to get it renewed.
14. **There is NO question that should be left blank except the renewal questions; and NO question should have the same answer.**
15. The last section must be read thoroughly and then signed if accepted by a qualified person for the business or the person applying for the Mark. Then date it the current date. The bottom line asks that you print your name and title, legibly, because we need it for our records.
16. Now that the application is complete, you will need to include a check or money order for \$50 made out to the Secretary of State.
17. You will also need 3 specimens of how the Mark **IS BEING USED IN COMMERCE.** These should be **Different** specimens. It could be one of these: advertising online or in a paper, packaging, labels, invoices/proposals, T-shirts, websites, brochures/catalogues, pictures of signs or vehicles, anything that shows the Mark being used. Specimens that are not accepted are business cards or letterhead, or the logo just printed on paper. It must show how the Mark is being used. The Secretary of State keeps these in your file for reference if a question comes up at a later time.

CLASSIFICATION LIST

1. **Goods.** The classes of goods are as follows:
 1. Raw or partly prepared materials
 2. Animal products
 3. Baggage, animal equipment, portfolios, and pocketbooks
 4. Music and Audio
 5. Candles and essential oils
 6. Chemicals and chemical compositions
 7. Computers and peripherals
 8. Smokers' articles, not including tobacco products
 9. Explosives, firearms, equipment, and projectiles
 10. Fertilizers
 11. Applications and software
 12. Construction materials
 13. Hardware, plumbing and steam-fitting supplies
 14. Flowers and plants
 15. Oils and greases
 16. Cannabis
 17. Novelties and souvenirs
 18. Medicines and pharmaceutical preparations
 19. Vehicles
 20. Small and large appliances
 21. Electrical apparatus, machines, and supplies
 22. Games, toys, and sporting goods
 23. Cutlery, machinery, and tools, and parts thereof
 24. Boats and marine items
 25. Educational materials
 26. Measuring and scientific appliances
 27. Horological instruments
 28. Jewelry and precious metal ware
 29. Eyewear
 30. Crockery, earthenware, and porcelain
 31. Home goods
 32. Furniture and upholstery
 33. Glassware
 34. Heating, lighting, and ventilating apparatus
 35. Belting, hose, machinery packing, and non-metallic tires
 36. Musical instruments and supplies
 37. Paper stationery
 38. Prints and publications
 39. Clothing
 40. Fancy goods, furnishings, and notions
 41. Office goods
 42. Knitted, netted, and textile fabrics, and substitutes thereof
 43. Security devices
 44. Dental, medical, and surgical supplies
 45. Soft drinks and carbonated waters
 46. Food and ingredients of food
 47. Wines
 48. Malt beverages and liquors
 49. Distilled alcoholic liquors
 50. Merchandise not otherwise classified
 51. Cosmetics and toiletries
 52. Detergents and soaps
2. **Services.** The classes of services are as follows:
 53. Miscellaneous
 54. Advertising and business
 55. Insurance and financial
 56. Construction and repair
 57. Communications
 58. Transportation and storage
 59. Material treatment
 60. Education and entertainment
 61. Employment and employee benefits
 62. Gardening and farming
 63. Shipping and packaging
 64. Government services
 65. Hospitality and lodging
 66. Community service and volunteering
 67. Religious services and charity
 68. Senior services
 69. Research and development
 70. Animal and pest
 71. Social clubs
 72. Security and police
 73. Artistry and design
 74. Real estate and settlement
 75. Mental health and wellness
 76. Medical, vision, and dental health
 77. Restaurant and food preparation
 78. Fitness and beauty
 79. Janitorial and landscape
 80. Legal and consulting
 81. Sports and recreation
 82. Child services
 83. Funeral
 84. Recycling and disposal
 85. Cannabis services