

OGC OFFICE USE ONLY  
DISCLOSURE NO. \_\_\_\_\_  
Date: \_\_\_\_\_

**AMERICAN UNIVERSITY OF BEIRUT  
OFFICE OF GRANTS AND CONTRACTS  
INVENTION DISCLOSURE FORM**

**1. Inventor:** List names of all inventors. Attach additional sheets, if more than 4 inventors.

• **Inventor** Name \_\_\_\_\_ Title \_\_\_\_\_  
Business Address \_\_\_\_\_ Business Phone \_\_\_\_\_  
Business Fax \_\_\_\_\_ Department \_\_\_\_\_  
Email address \_\_\_\_\_  
Home Address \_\_\_\_\_  
\_\_\_\_\_ Citizenship \_\_\_\_\_

• **Inventor** Name \_\_\_\_\_ Title \_\_\_\_\_  
Business Address \_\_\_\_\_ Business Phone \_\_\_\_\_  
Business Fax \_\_\_\_\_ Department \_\_\_\_\_  
Email address \_\_\_\_\_  
Home Address \_\_\_\_\_  
\_\_\_\_\_ Citizenship \_\_\_\_\_

• **Inventor** Name \_\_\_\_\_ Title \_\_\_\_\_  
Business Address \_\_\_\_\_ Business Phone \_\_\_\_\_  
Business Fax \_\_\_\_\_ Department \_\_\_\_\_  
Email address \_\_\_\_\_  
Home Address \_\_\_\_\_  
\_\_\_\_\_ Citizenship \_\_\_\_\_

• **Inventor** Name \_\_\_\_\_ Title \_\_\_\_\_  
Business Address \_\_\_\_\_ Business Phone \_\_\_\_\_  
Business Fax \_\_\_\_\_ Department \_\_\_\_\_  
Home Address \_\_\_\_\_  
Email address \_\_\_\_\_  
\_\_\_\_\_ Citizenship \_\_\_\_\_

**Contribution of each inventor:** This percentage will be used to distribute revenues generated from licensing activities of this disclosure. **Total must equal 100%.**

Inventor: \_\_\_\_\_ % \_\_\_\_\_  
Inventor: \_\_\_\_\_ % \_\_\_\_\_  
Inventor: \_\_\_\_\_ % \_\_\_\_\_  
Inventor: \_\_\_\_\_ % \_\_\_\_\_

**1. Invention Title:** ( Descriptive yet concise)

\_\_\_\_\_  
\_\_\_\_\_

**2. Description of Invention:** A patent application consists of an abstract, a specification and often drawings. The abstract is a brief summary of the contents of the specification. The specification comprises: a clear and complete description of the invention and its usefulness; claims which define the boundaries of patent protection. Kindly, provide a detailed description of the invention below and attach any additional information or background documentation. In your description address the following questions: What does the invention do? What is the significance of the invention? How is it an improvement over the existing state-of-the-art?

**3. DATES AND PLACES RELATED TO THE INVENTION**

- a. Conception date and the first written record of the idea
  
- b. When was the idea reduced to practice and where

**4. SPONSORS**

Provide complete and accurate information regarding the sources of financial support that may have contributed to the conception or development of this invention

<u>Sponsor</u>	<u>Grant Number</u>
1.	
2.	
3.	
4.	
5.	

Identify any support through contracts with private businesses

- 1.
- 2.
- 3.

Identify any anticipated future funding sources

- 1.
- 2.

**5. Applications of Invention:** What are the immediate and/or future applications of the invention?

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**6. Novelty and Usefulness:** Why is this invention better? What are its novel and unusual features? What problems does it solve? What is your approach to the solution, what are current solutions to the problem? What are the advantages that your invention has over current solutions?

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- 7. Reduction to Practice:** Is work on the invention continuing? Are there limitations to be overcome or other tasks to be done prior to practical application? Is there any test data? Have products, apparatus or compositions, etc., actually been made and tested?

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- 8. Further Research:** What further research and development is necessary or desirable before showing the invention to a potential industrial license?

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NOTE: Valid intellectual property protection depends on accurate answers to the following items:

- 9. Previous Disclosure:** Has the invention been disclosed in an abstract, paper, talk, news story or a thesis?

Type of disclosure: \_\_\_\_\_ Disclosure Date: \_\_\_\_\_  
(Please enclose a copy)

- 10. Future Disclosure:** Is a publication or other disclosure planned in the next four (4) months?

Type of disclosure: \_\_\_\_\_ Disclosure Date: \_\_\_\_\_  
(Enclose drafts, abstracts, pre-prints)

- 11. Public Use or Sale:** Has there been any public use or sale of products embodying the invention?

Describe, giving dates: \_\_\_\_\_

- 12. Related Developments:** Are you aware of related developments by others? If "yes", please give citations. Copies of any relevant patents or publications would be appreciated.

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**13. Signature of Inventor(s)**

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Signature Date

**14. Signature of Witness**

\_\_\_\_\_  
Name (printed)

\_\_\_\_\_  
Signature Date

**IMPORTANT NOTE:** The Technology Disclosure requires the signature of a witness (other than one of the inventors), who has read and understood the invention disclosure on the date indicated next to his signature

***Please hand deliver (May 2979) or mail the completed and fully signed disclosure to:***

Grants and Contracts/Technology Transfer Unit Manager  
Office of Grants and Contracts  
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