

**Date:** [Insert Date]

**To:**

Commissioner for Patents  
P.O. Box 1450  
Alexandria, VA 22313-1450

**Subject:** Letter of Representation / Power of Attorney for Ex Parte Reexamination

**Patent Number:** [Insert Patent Number]

**Issue Date:** [Insert Date of Patent Issuance]

**Title:** [Insert Title of Invention]

**Owner of Record:** [Insert Name of Patent Owner]

To the Commissioner for Patents:

The undersigned, representing [Insert Name of Appointing Party: Patent Owner or Requester], hereby appoints the following practitioner(s) as attorney(s) or agent(s) to represent the undersigned before the United States Patent and Trademark Office (USPTO) in connection with the request for reexamination of the above-identified patent:

- **Name:** [Insert Name of Lead Attorney/Agent]
- **Registration Number:** [Insert Registration Number]
- **Firm:** [Insert Law Firm Name]
- **Address:** [Insert Firm Address]

Please direct all future correspondence regarding this reexamination proceeding to the following address:

[Name of Primary Contact]

[Firm Name]

[Street Address]

[City, State, Zip Code]

[Telephone Number]

[Email Address]

The undersigned ratifies all prior actions taken by the appointed practitioners on behalf of the undersigned in this matter.

Respectfully submitted,

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**Signature**

**Name:** [Insert Printed Name of Signatory]

**Title:** [Insert Title/Capacity, e.g., President, Authorized Officer]

**Company:** [Insert Company Name]