Date: [Insert Date]

TO:
[Name of Attorney/Agent]
[Law Firm Name]
[Address]
[City, State, Zip Code]

RE: Instruction to File a Divisional Patent Application

Parent Application Number: [Insert Parent App Number]
Filing Date: [Insert Parent Filing Date]
Title of Invention: [Insert Title]
Our Reference: [Insert Client Ref Number]

Dear [Name of Attorney/Agent],

Pursuant to the recent [Office Action/Restriction Requirement] dated [Insert Date], we hereby instruct your firm to prepare and file a Divisional Patent Application based on the above-referenced parent application.

Please proceed according to the following instructions:

- **Claims:** Please file the divisional application with claims directed to the [non-elected/independent] invention, specifically [describe specific claims or subject matter to be pursued].
- **Deadline:** Ensure the filing is completed prior to the [issuance/abandonment] of the parent application, currently expected on or before [Insert Date].
- **Priority:** Explicitly claim the benefit of the filing date of the parent application and any other related applications in the priority chain.
- **Drawings/Specification:** Use the drawings and specification from the parent application [with/without] the following minor amendments: [Insert amendments if any].

Please provide us with a copy of the application as filed and the official filing receipt once it becomes available. Should you require any additional documents or a specific Power of Attorney for this new application, please let us know immediately.

Kindly acknowledge receipt of these instructions.

Sincerely,

[Your Name/Signature]
[Your Title]
[Company Name]