



STATE OF ALABAMA

INSTRUCTIONS FOR APPLICATION TO RENEW TRADEMARK, SERVICE MARK, OR TRADE NAME IN ALABAMA

RENEWAL

Trademark, service mark, and trade name registrations are effective for a term of five years from the date of registration. An application to renew trademark, service mark or trade name must be filed six months prior to the registered mark's expiration date if the mark is still in use in the state.

It is the applicant's personal responsibility to ensure the mark does not infringe on any other individual/business mark. It is also the responsibility of the applicant to ensure the mark is not being used in a fraudulent manner. Rights of ownership of a particular mark are achieved through the common laws of adoption and usage, not registration. A mark registration may be renewed for successive periods of five years in like manner.

SPECIMENS

Specimens are an important part of the registration process. Specimens are samples which perform the function of verifying usage of a mark. Clear copies of specimens are generally accepted. Before submitting the application for renewal, inspect all specimens for clarity. Altered or defaced specimens will not be accepted. Illegible specimens are also unacceptable. All specimens submitted must be clear and clean.

One specimen displaying the mark in use must be submitted with the renewal application. Some acceptable mark specimens are business cards, brochures, flyers, labels, decals, tags, and newspaper advertisements. Specimens may be originals or legible copies.

APPLICATION

Before submitting the application for renewal, review the items below to ensure the application has been completed. Failure to do so may result in rejection/denial of the renewal application.

1. Complete ALL applicable items on the application to renew trademark, service mark and trade name. Provide the mark registration date, registration number, old classification number and new classification number (if applicable).
2. Submit one specimen and a thirty dollar (\$30.00) renewal fee at the time of filing.
3. Have the application notarized by a Notary Public.

Please Note: If renewal applicant is different from original applicant as a result of the lawful transfer of the mark, a statement of assignment must be filed in this office prior to renewal. If applicant is different due to legal name change, please attach notarized evidence of such filing.

If you have questions, please contact:

Office of Secretary of State
Trademarks Division
11 South Union Street, Suite 224
Montgomery, Alabama 36130
(334) 242-5325

SCHEDULE OF CLASSIFICATION OF BUSINESSES

1 Agriculture, forestry, and fisheries	14 Eating and drinking places, drugstores, and liquor stores
2 Mining	15 Sporting goods, bicycles, and hobby stores
3 Construction	16 Book, stationery, jewelry, sewing, needlework, and piece-goods stores
4 Manufacturing, nondurable goods	17 Mail-order houses, vending machine operators, and direct selling establishments, fuel and ice dealers, and retail florists
5 Manufacturing, durable goods	18 Retail trade - miscellaneous
6 Transportation, communications, and other public utilities	19 Finance, insurance, and real estate
7 Wholesale trade, nondurable goods	20 Business and repair services
8 Wholesale trade, durable goods	21 Personal services
9 Retail trade - lumber and building materials, mobile home dealers, hardware, nurseries and garden stores	22 Entertainment and recreation services
10 Retail trade - department, variety, miscellaneous general merchandise, grocery, dairy products, retail bakery, and food stores	23 Professional and related services
11 Retail trade - motor vehicle dealers, auto and home supply stores, gasoline service stations, and miscellaneous vehicle dealers	24 Public administration
12 Retail trade - apparel, accessory, and shoe stores	25 Miscellaneous
13 Retail trade - furniture, home furnishings, household appliances, T.V. and radio stores.	NOTE: When an application includes goods or services which fall within multiple classes, the Office of the Secretary of State requires an additional application and registration fee per classification.

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