

PlanetPatent.com
Confidentiality Agreement

General Instructions on How to Get a Patent Search Quote

The following 4 steps detail how to get a patent search quote. Step 2 below concerns this Confidentiality Agreement form, which is filled out starting on page 2 of this document.

Step 1 – Contact Us

If you have questions about your patent search,
this [Confidentiality Agreement](#) or the [Invention Disclosure](#):

Email: search@planetpatent.com

Phone: 1-866-846-8368

Step 2 – Confidentiality Agreement

Complete the Confidentiality Agreement (starting on page 2).

a. You may fill it out electronically and email it to search@planetpatent.com

OR

b. Print, sign, and scan the form, then email it to search@planetpatent.com

Once we receive your completed Confidentiality Agreement, we (Planet Patent) will sign it and return a copy to you via email.

Step 3 – Invention Disclosure

After you receive the signed *Confidentiality Agreement* back from Planet Patent, complete the [Invention Disclosure](#) and email it to search@planetpatent.com.

Step 4 – Firm Cost Quote

1. We review your [Invention Disclosure](#) and email you a ***firm cost quote***
2. If you accept, reply by email confirming your approval.
3. Work begins only after we received your approval of the firm cost quote.

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Contact Information

First Name:	Last Name:
Street Address:	
Address Line 2:	
City:	State / Province / Region:
ZIP / Postal Code:	Country:
Email:	Phone Number:

Information About You & Your Invention

Invention Title (Detailed or General):
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Are you a patent attorney, inventor, or business owner/employee or other? – Check Box or Boxes that Apply

☐ Attorney ☐ Inventor ☐ Business Owner/Employee ☐ Other

Area of Invention's Technology – Check Box or Boxes that Apply

<input type="checkbox"/> Mechanical	<input type="checkbox"/> Software	<input type="checkbox"/> Chemical	<input type="checkbox"/> Medical
<input type="checkbox"/> Electrical	<input type="checkbox"/> Business Method	<input type="checkbox"/> Biotech	<input type="checkbox"/> Other
<input type="checkbox"/> Consumer Product	<input type="checkbox"/> Electronic	<input type="checkbox"/> Genetic	<input type="checkbox"/> To Be Determined

Type of Patent Search Requested – Check Box or Boxes that Apply

<input type="checkbox"/> Novelty/Patentability	<input type="checkbox"/> Accelerated Examination
<input type="checkbox"/> Invalidity/Validity	<input type="checkbox"/> Rush - Fast Turnaround
<input type="checkbox"/> Collection/State-of-the-Art	<input type="checkbox"/> Infringement/Non-Infringement
<input type="checkbox"/> Right-to-Use/Freedom to Operate	<input type="checkbox"/> Other

Materials Being Shared

List the type of documents you are submitting for completion of the patent search quote, patent search report or other related services. Examples include drawings, sketches, diagrams, CAD file, written description, photos, or videos.

Terms of Confidentiality Agreement

This **Confidentiality Agreement** ("**Agreement**") is entered between **Planet Patent**, the dba/doing business as name of Ideation Headquarters LLC, a Virginia limited liability company, 8401 MAYLAND DR STE S, RICHMOND, VA 23294 USA, hereinafter referred to as the "**Receiving Party**"; and

Printed name of the inventor, patent attorney/agent, company or authorized representative:

The inventor, patent attorney/agent, company or authorized representative hereinafter is referred to as the "**Disclosing Party**".

Together, the **Receiving Party** and the **Disclosing Party** may be referred to as the "**Parties.**"

1. Purpose

The Disclosing Party wishes to disclose certain confidential and proprietary information to the Receiving Party for the sole purpose of evaluating and/or providing a patent search cost and time quote, or a patent search, or related intellectual-property services (the "**Purpose**").

2. Definition of Confidential Information

"Confidential Information" includes all information disclosed by the Disclosing Party to the Receiving Party in any form (oral, written, visual, electronic, etc.), including but not limited to inventions, ideas, patent applications, trade secrets, sketches, models, diagrams, technical data, research, strategies, and other proprietary materials. It also includes notes, copies, or analyses prepared by the Receiving Party that incorporate such information.

3. Obligations of the Receiving Party

The Receiving Party agrees to:

- a. Use the Confidential Information solely for the Purpose;
- b. Maintain the Confidential Information in strict confidence and exercise at least the same degree of care as it uses to protect its own confidential information, but in no event less than reasonable care;
- c. Disclose the Confidential Information only to its employees, or agents who have a legitimate need to know for the Purpose and who are bound by written confidentiality obligations no less protective than those contained in this Confidentiality Agreement;
- d. Not copy, reproduce, or otherwise duplicate the Confidential Information, except as reasonably necessary for the Purpose; and
- e. Promptly notify the Disclosing Party of any unauthorized use or disclosure.

Terms of Confidentiality Agreement - Continued

4. Exclusions

The obligations in Section 3 do not apply to information that the Receiving Party can prove:

- a. Is or becomes publicly available through no breach of this Confidentiality Agreement;
- b. Was lawfully in the Receiving Party's possession without restriction before disclosure;
- c. Is obtained lawfully from a third party with the right to disclose it; or
- d. Is independently developed without use of the Disclosing Party's information.

5. Return or Destruction of Materials

Upon written request by the Disclosing Party, or upon completion of the Purpose, the Receiving Party shall promptly return or securely destroy all Confidential Information, including all copies, extracts, and summaries thereof, and certify such destruction in writing if requested.

6. Term and Survival

This Confidentiality Agreement shall remain in effect for a period of five (5) years from the Effective Date. The confidentiality and use obligations set forth herein shall survive the expiration or termination of this Confidentiality Agreement with respect to Confidential Information disclosed during the term.

7. Remedies

The Receiving Party understands that unauthorized use or disclosure of the Confidential Information could potentially cause harm to the Disclosing Party. Should such an event occur, the Disclosing Party may request remedies permitted under applicable law.

8. Governing Law and Venue

This Confidentiality Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Virginia, without regard to conflict-of-law principles. Any legal action or proceeding arising out of or relating to this Confidentiality Agreement shall be brought exclusively in the state or federal courts located in Fairfax County, Virginia, and each Party hereby submits to the jurisdiction of such courts.

9. Miscellaneous

- a. Entire Agreement: This Confidentiality Agreement is the full understanding between the Parties.
- b. Amendments: Must be in writing and signed by both Parties.
- c. Assignment: Not permitted without consent, except by the Receiving Party to a successor in a merger or sale of substantially all assets.
- d. Severability: If any provision is held invalid, the remainder remains in effect.
- e. Waiver: No waiver is effective unless in writing.

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Signature Page

Signature and date instructions for the Disclosing Party and Receiving Party:

Manually sign in the signature box as appropriate for each party.

OR

Electronically sign in the signature box as appropriate for each party. Please type your name in the following format to serve as your legally valid electronic signature: s/First Name Last Name.

For example: s/John Smith or s/Mary Smith

By providing an electronic signature, both Parties consent to the use of electronic records and signatures in accordance with the U.S. Electronic Signatures in Global and National Commerce Act (ESIGN) and the Uniform Electronic Transactions Act (UETA).

U.S. date format: Enter as MM/DD/YYYY (e.g., 07/18/2025 or July 18, 2025).

European date format: Enter as day, month, year or year, month, day (e.g., 18 July 2025 or 2025 July 18).

Disclosing Party Signature

I, as the inventor, patent Attorney, patent agent, business owner, employee, or other authorized representative, agree to the terms of this Confidentiality Agreement. I also acknowledge and understand any patent search reports or related information provided by Planet Patent are for informational purposes only and do not constitute legal advice. Search results cannot guarantee the actions or decisions of the United States Patent and Trademark Office (USPTO) or any other authority. For legal guidance on the use or interpretation of such information, I am advised to consult a qualified patent attorney or patent agent. By signing below, either manually or electronically, I affirm my agreement by entering my first and last name in the first box below, along with today's date in the second box below.

Disclosing Party Signature:	Date:
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Note: After you, the Disclosing Party, has received the returned, signed and dated Confidentiality Form from the Receiving Party, email Planet Patent your invention description to Search@PlanetPatent.com.

Receiving Party Signature

I, as the owner of Planet Patent, designated Planet Patent employee, or other Planet Patent authorized representative, agree to the terms of this Confidentiality Agreement. By doing so, I provide my manual or electronic signature by entering my first and last name in the first box below – along with today's date in the second box below.

Receiving Party Signature:	Date:
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LAST PAGE OF CONFIDENTIALITY AGREEMENT