Please review the guidelines for invention disclosures prior to completing this form. **Email your completed form to iss@uOttawa.ca.**

1. **Invention title**
2. **List of inventors**

List **all** individuals who have made an intellectual contribution to the invention. Include both University of Ottawa-affiliated and external inventors.

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| **Inventor** (and lead contact)Name:Position: Department:Phone (office):Email: | **Co-inventor**Name:Position: Department:Phone (office):Email: |
| **Co-inventor**Name:Position: Department:Phone (office):Email: | **Co-inventor**Name:Position: Department:Phone (office):Email: |

1. **Collaborators**

List **all** individuals who were not inventors but contributed to the development of the invention. Include both University of Ottawa-affiliated and external collaborators.

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| **Collaborator**Name:Position: Department:Phone (office):Email: | **Collaborator**Name:Position: Department:Phone (office):Email: |
| **Collaborator**Name:Position: Department:Phone (office):Email: | **Collaborator**Name:Position: Department:Phone (office):Email: |

1. **Invention description**
2. **Describe your invention, with an emphasis on the invention process and patentability** (e.g., novelty, utility and non-obviousness). What problem does it solve? How is it superior to existing methods? What was already known vs. what have you invented?
3. **Has a prototype of your invention been made?**
4. **Has the prototype been tested**?
5. **Attach any relevant supporting documents** (e.g., graphs, figures, manuscripts, PPTs, etc.) All attachments will remain confidential.
6. **List any relevant patents or publications you are aware of that relate to your invention. Include citations.**
7. **Dissemination**
8. Has there been any public disclosure of this invention (e.g., seminars, posters, conferences, publication, theses)? If so, provide details and attach copies.
9. Do you intend on disclosing the invention in a presentation or publication within the next six months? If so, when and to whom?
10. **Commercialization**
11. Do you have any industry partners who would be interested in this invention?
12. Do you have plans to create a startup to commercialize this invention?
13. **Ownership and research support**
14. **Funding sources**

List all funding sources used in developing this invention (e.g., salaries, graduate and postdoctoral fellowships, materials, equipment).

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| **Source** | **Project Name** | **PI** | **Grant Number** **(if applicable)** |
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Provide any agreements related to the invention (e.g., material transfer, data transfer, licences, confidentiality, collaboration or sponsored research related to the invention). Any potential third party rights will be evaluated with the invention disclosure. All attachments will remain confidential.

1. **Was the invention the result of research conducted on University of Ottawa premises?**
2. **Signatures**

By signing below, I/we, the inventor(s) have read, understand, and agree to the information provided in this invention disclosure, and declare that it is complete and correct. To the best of my/our knowledge, any individual who might legally make an ownership claim is identified in **Section 2.**

|  |  |  |
| --- | --- | --- |
| **Legal Name** | **Signature** | **Date** |
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