



## **INSTRUCTIONS: TRADEMARK AMENDMENT RCW 19.77.030**

**Purpose:** A Trademark Amendment may be used to make classification and/or placement changes to a mark that is already recorded with the Secretary of State. At no time can the wordmark or logo/design mark itself be changed.

**General Instructions:** Use dark ink only. Complete the entire form and enter all requested information in the fields provided. A fillable .pdf version of this form is available for download at <https://www.sos.wa.gov/corps/trademark-home.aspx>

**Mail:** Send completed form and payment to the address listed above.

**Email:** An email address is required on all documents submitted to this office. Existing email addresses will be used for notifications unless replaced via a filing with this office. Archived emails from previous filings will continue to be used for all notifications.

**Payment:** Make checks or money orders payable to "Secretary of State." Checks cannot be back dated more than 60 days from the date the check is received.

**Fees:** There is no filing fee associated to a Trademark Amendment unless the Trademark Amendment is being submitted to amend the classification. If updating the classification(s) or adding classification(s), the filing fee is \$50 per classification selected.

**Expedited Service:** If expedited service is requested, an *additional* \$100 must be added to the filing fee. Check the box indicating expedited service on page one.

### **ALL FILING FEES ARE NON-REFUNDABLE. ALL DOCUMENTS ARE PUBLIC RECORD.**

**(1) Trademark Registration Number:** Provide the Trademark Registration number that was issued by the Washington Secretary of State.

**(2) Trademark Classification Additions:** Only provide any **new** goods or services classifications. Reminder: Fees are based on the number of classifications provided. Refer to [WAC 434-12-015](http://WAC 434-12-015) and at the end of these instructions for a complete description of each classification. All goods or services that the mark represents may be included in one submission. For additional clarification and specifics for each classification you may review the "Nice Agreement" at the United States Patent and Trademark Office (USPTO) at [uspto.gov/trademarks](http://uspto.gov/trademarks) by using the search feature and entering "current Nice Agreement". This is an agreement that establishes a standardized system for classifying goods and services for trademark registration purposes.

**(3) Trademark Classification Removal:** List any classification numbers that need to be removed from the registration. If no classifications need to be removed, leave this section blank.

**(4) Samples:** Required only if adding classifications, otherwise continue to next section. At least one sample is required showing the mark in use in commerce within the classification(s) selected. If the mark is a logo/design mark and colors are referenced in the trademark description, the sample must be provided in color. The sample must reflect the description registered and show the placement as described in Section 6. A maximum of 3 samples will be imaged and made available for immediate public viewing. If additional samples are provided, they will be placed on file with this office but not available for public viewing.

Acceptable samples MUST:

- Demonstrate use in commerce.
- Show the Trademark exactly as described.
- Correspond to the classification number(s) added.
- Provide a printed photo only. Do not provide original merchandise.

**(5) Trademark Placement:** If adding classifications, describe how the mark is affixed to the goods or displayed with the services added.

**(6) Trademark Applicant:** If changed, provide the applicant's name, mailing address, phone number, and email address. The Trademark Applicant is the correspondence contact for this submission.

**(7) Trademark Registrant/Owner:** If contact information has changed, provide the mailing address, phone number, and email address. If changing the ownership of the mark, an assignment must be filed separately.

**(8) Return Address for this Filing:** If provided, the confirmation regarding this specific filing will be sent to this address, in addition to the Applicant's address.

**(9) Statement Attestation and Signature of Owner or Authorized Representative:** The form must be signed and dated in order to complete the submission. By signing the document the applicant is attesting to the listed statements and executing the application under penalty of law.

For a rapid response to questions, requests for assistance, or to provide feedback, please visit the Corporations and Charities website at [www.sos.wa.gov/corporations](http://www.sos.wa.gov/corporations) to chat with a representative.

## Trademark Classifications [WAC 434-12-015](#)

1. Chemicals used in industry, science and photography, as well as in agriculture, horticulture and forestry; unprocessed artificial resins; unprocessed plastics; manures; fire extinguishing compositions; tempering and soldering preparations; chemical substances for preserving foodstuffs; tanning substances; adhesives used in industry.
2. Paints, varnishes, lacquers; preservatives against rust and against deterioration of wood; colorants; mordants; raw natural resins; metals in foil and powder form for painters, decorators, printers and artists.
3. Cosmetics and cleaning preparations, bleaching preparations and other substances for laundry use; cleaning, polishing, scouring and abrasive preparations; soaps; perfumery, essential oils, cosmetics, hair lotions; dentifrices.
4. Lubricants and fuels, industrial oils and greases; lubricants; dust absorbing, wetting and binding compositions; fuels (including motor spirit) and illuminants; candles, wicks.
5. Pharmaceuticals, veterinary, and sanitary preparations; dietetic substances adapted for medical use, food for babies; plasters, materials for dressings; material for stopping teeth, dental wax; disinfectants; preparations for destroying vermin; fungicides, herbicides.
6. Metal goods, common metals and their alloys; metal building materials; transportable buildings of metal; materials of metal for railway tracks; nonelectric cables and wires of common metal; ironmongery, small items of metal hardware; pipes and tubes of metal; safes; goods of common metal not included in other classes; ores.
7. Machinery, machines and machine tools; motors and engines (except for land vehicles); machine coupling and transmission components (except for land vehicles); agricultural implements other than hand-operated; incubators for eggs.
8. Hand tools and implements (hand-operated); cutlery; side arms; razors.
9. Electrical and scientific apparatus, scientific, nautical, surveying, electric, photographic, cinematographic, optical, weighing, measuring, signaling, checking (supervision), life-saving and teaching apparatus and instruments; apparatus for recording, transmission or reproduction of sound or images; magnetic data carriers, recording discs; automatic vending machines and mechanisms for coin operated apparatus; cash registers, calculating machines, data processing equipment and computers; fire extinguishing apparatus.
10. Medical apparatus, surgical, medical, dental, and veterinary apparatus and instruments, artificial limbs, eyes, and teeth; orthopedic articles; suture materials.
11. Environmental control apparatus, apparatus for lighting, heating, steam generating, cooking, refrigerating, drying, ventilating, water supply, and sanitary purposes.
12. Vehicles; apparatus for locomotion by land, air, or water.

13. Firearms; ammunition and projectiles; explosives; fireworks.
14. Jewelry, precious metals and their alloys and goods in precious metals or coated therewith, not included in other classes; jewelry, precious stones; horological and chronometric instruments.
15. Musical instruments.
16. Paper goods and printed matter, paper, cardboard and goods made from these materials, not included in other classes; printed matter; bookbinding material; photographs; stationery; adhesives for stationery or household purposes; artists' materials; paint brushes; typewriters and office requisites (except furniture); instructional and teaching material (except apparatus); plastic materials for packaging (not included in other classes); playing cards; printers' type; printing blocks.
17. Rubber goods, rubber, gutta-percha, gum, asbestos, mica and goods made from these materials and not included in other classes; plastics in extruded form for use in manufacture; packing, stopping and insulating materials; flexible pipes, not of metal.
18. Leather goods, leather and imitations of leather, and goods made of these materials and not included in other classes; animal skins, hides; trunks and traveling bags; umbrellas, parasols and walking sticks; whips, harness and saddlery.
19. Nonmetallic building materials, building materials (nonmetallic); nonmetallic rigid pipes for building; asphalt, pitch and bitumen; nonmetallic transportable buildings; monuments, not of metal.
20. Furniture and articles not otherwise classified, furniture, mirrors, picture frames; goods (not included in other classes) of wood, cork, reed, cane, wicker, horn, bone, ivory, whalebone, shell, amber, mother-of-pearl, meerschaum and substitutes for all these materials, or of plastics.
21. Housewares and glass, household or kitchen utensils and containers (not of precious metal or coated therewith); combs and sponges; brushes (except paint brushes); brush making materials; articles for cleaning purposes; steel wool; unworked or semi-worked glass (except glass used in building); glassware, porcelain and earthenware not included in other classes.
22. Cordage and fibers, ropes, string, nets, tents, awnings, tarpaulins, sails, sacks and bags (not included in other classes); padding and stuffing materials (except of rubber or plastics); raw fibrous textile materials.
23. Yarns and threads, for textile use.
24. Fabrics, textiles and textile goods, not included in other classes; beds and table covers.
25. Clothing, footwear, headgear.
26. Fancy goods, lace and embroidery, ribbons and braid; buttons, hooks and eyes, pins and needles; artificial flowers.
27. Floor coverings, carpets, rugs, mats and matting, linoleum and other materials for covering existing floors; wall hangings (nontextile).
28. Toys and sporting goods, games and playthings; gymnastic and sporting articles not included in other classes; decorations for Christmas trees.
29. Meats and processed foods, meat, fish, poultry and game; meat extracts; preserved, dried and cooked fruits and vegetables; jellies, jams, fruit sauces; eggs, milk and milk products; edible oils and fats.
30. Staple foods, coffee, tea, cocoa, sugar, rice, tapioca, sago, artificial coffee; flour and preparations made from cereals, bread, pastry and confectionery, ices; honey, treacle; yeast, baking powder; salt, mustard; vinegar, sauces (condiments); spices; ice.
31. Natural agricultural products, agricultural, horticultural and forestry products and grains not included in other classes; living animals; fresh fruits and vegetables; seeds, natural plants and flowers; foodstuffs for animals; malt.
32. Light beverages, beers; mineral and aerated waters and other nonalcoholic drinks; fruit drinks and fruit juices; syrups and other preparations for making beverages.
33. Wine and spirits, alcoholic beverages (except beers).
34. Smokers' articles, tobacco; smokers' articles; matches.

## **Services**

- 35. Advertising and business, advertising; business management; business administration; office functions.
- 36. Insurance and financial, insurance; financial affairs; monetary affairs; real estate affairs.
- 37. Building construction and repair; installation services.
- 38. Telecommunications.
- 39. Transportation and storage, transport; packaging and storage of goods; travel arrangement.
- 40. Treatment of materials.
- 41. Education and entertainment; providing of training; entertainment; sporting and cultural activities.
- 42. Computer, scientific and legal, scientific and technological services and research and design relating thereto; industrial analysis and research services; design and development of computer hardware and software; legal services.
- 43. Hotels and restaurants; services for providing food and drink; temporary accommodations.
- 44. Medical, beauty and agricultural; medical services; veterinary services; hygienic and beauty care for human beings or animals; agriculture, horticulture and forestry services.
- 45. Personal; personal and social services rendered by others to meet the needs of individuals; security services for the protection of property and individuals.



**WASHINGTON**  
**Secretary of State**

Corporations & Charities Division

**Mailing Address (ALL USPS):** PO Box 40234 Olympia, WA 98504-0234

See website for overnight address by commercial carrier

Tel: 360.725.0377 | Website: [www.sos.wa.gov/corporations-charities](http://www.sos.wa.gov/corporations-charities)

- ☐ No filing fee for non classification changes
- ☐ Filing Fee \$50 per new classification added
- ☐ To Expedite Filing, Add \$100

**THIS BOX FOR OFFICE USE ONLY**

## TRADEMARK AMENDMENT

[RCW 19.77.030](#)

All fields **REQUIRED** unless otherwise specified

### (1) TRADEMARK REGISTRATION NUMBER:

Provide the Registration Number of the mark being amended: \_\_\_\_\_

### (2) TRADEMARK CLASSIFICATION: See [WAC 434-12-015](#) and the instructions for complete list of number and classification descriptions

Provide the classification numbers to be added. Multiple classes can be added and the \$50 filing fee is per classification.

The samples that are required to be included must reflect the mark as described in relation to all goods or reflecting all services of the classifications selected.

### (3) TRADEMARK CLASSIFICATION REMOVAL: *Required only if changed*

List any classification numbers that are being **removed** from this registration:

### (4) SAMPLES: *Required only if adding classifications or changing placement description*

Attach a legible sample of the mark for each classification number. Acceptable samples must: (1) have the mark be clearly visible on the goods or displayed with the services; and (2) demonstrate use in commerce. Generally business cards or letterhead are not adequate as stand alone samples.

***Sample(s) must be submitted with this form if new classifications were added in section 2.***

### (5) TRADEMARK PLACEMENT: *Required only if adding classifications or changing placement description*

How is the mark affixed to goods **or** displayed with services? Examples: Mark is printed on brochures; appears on website; embossed on clothing; etched on glasses. *(Attach additional pages if needed.)*

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**(6) TRADEMARK APPLICANT:** This individual or business will receive renewal notifications

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email *(required)*: \_\_\_\_\_

Phone *(optional)*: \_\_\_\_\_

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**(7) TRADEMARK REGISTRANT/OWNER:** *Use this section to update the contact information only. Required only if changed*

The ownership can **ONLY** be changed through an assignment. Only the owner contact information can be updated.

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email *(required)*: \_\_\_\_\_

Phone *(optional)*: \_\_\_\_\_

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**(8) RETURN ADDRESS FOR THIS FILING:** *(optional)*

If provided, the confirmation regarding this specific filing will be sent to the address below, in addition to the Owner's address.

Attention: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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**(9) STATEMENT ATTESTATION AND SIGNATURE OF OWNER OR AUTHORIZED REPRESENTATIVE:**

The Trademark is presently in use in the State of Washington.

The applicant believes himself or herself to be the owner of the trademark and believes that no other person has the right to use such a trademark in connection with the same or similar goods or services in this state either in the identical form or in such near resemblance thereto as to be likely, when used on or in connection with the goods or services of such other person, to cause confusion or mistake or to deceive.

**I hereby certify, under penalty of law, that the above information is accurate and complies with the filing requirements of state law.**

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**Signature**

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**Printed Name/Title**

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**Date**

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