

# Request for Technology Patent Application Assistance

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Recipient's Title]

[Company/Organization Name]

[Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to request your assistance with the patent application process for my technology innovation, [briefly describe your technology]. As I believe this invention holds significant potential, I am seeking expert guidance to ensure its successful patent application.

Specifically, I would appreciate assistance in the following areas:

- Conducting a patent search
- Preparing the patent application
- Understanding patent claims and requirements
- Filing the application with the relevant authorities

I am eager to discuss this matter further and explore how you can assist me in this journey. Please let me know a suitable time for us to meet or if we can arrange a phone call to discuss this in detail.

Thank you for considering my request. I look forward to your positive response.

Sincerely,

[Your Name]