

# Patent Application for Invention Disclosure

Date: [Insert Date]

To: [Insert Recipient's Name]

[Insert Recipient's Title]

[Insert Company/Organization Name]

[Insert Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally disclose my invention titled "[Insert Invention Title]" for consideration of patent application. This invention is designed to [briefly describe the purpose and benefits of the invention].

Below is a brief summary of the invention:

- **Field of the Invention:** [Insert Field]
- **Description:** [Provide a detailed description of the invention]
- **Key Features:** [List key features and advantages]
- **Potential Applications:** [Describe possible applications of the invention]

I believe my invention has significant potential and could contribute to [insert relevant field or market]. I am looking forward to discussing this further and exploring the possibility of a patent application.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Title]

[Your Contact Information]