

Provisional Patent Application Letter

Date: [Insert Date]

To:

United States Patent and Trademark Office
600 Dulany Street
Alexandria, VA 22314

Subject: Provisional Patent Application for [Insert Invention Title]

Dear Sir/Madam,

I am writing to submit a provisional patent application for my invention titled "[Insert Invention Title]." This application includes the necessary documents and drawing to support the patent request.

Inventor(s):

[Insert Inventor Name(s)]

[Insert Address(es)]

Description of the Invention:

[Provide a brief description of the invention, its purpose, and how it works.]

Enclosures:

- Provisional Patent Application Form
- Detailed Description of Invention
- Drawings (if applicable)
- Payment confirmation for the filing fee

Please find all the necessary documents enclosed for your review. I am looking forward to your acknowledgment of this application.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title/Position]

[Your Company (if applicable)]

[Your Address]

[Your Contact Information]