

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Date]

[Recipient Name]

[International Patent Office]

[Office Address]

[City, State, Zip Code]

Subject: Response to Patent Application [Application Number]

Dear [Recipient Name],

Thank you for your correspondence dated [Date of correspondence] regarding my patent application for [Title of Invention]. I appreciate your thorough review and the feedback provided.

In response to your inquiries, I would like to clarify the following points:

- [Clarification point 1]
- [Clarification point 2]
- [Clarification point 3]

Additionally, I have attached the necessary documents to support my responses above. Please find [description of attached documents] for your reference.

Thank you for your attention to this matter. I look forward to your feedback and the continued progress of my application.

Sincerely,

[Your Name]

[Your Title/Position]

[Your Company, if applicable]