

Description, Claims and Abstract

Rule 14 and Schedule2

<u>Rule 14</u>	
(1)	All documents must be filed in English or Welsh
(5)	Schedule 2 parts 1 and 2 do not apply to electronically or web filed applications
<u>Schedule 2</u>	
<u>Part 1*</u>	ALL DOCUMENTS
(1)	A4 matt white paper must be used
(2)	Paper must be free from tears, folds or similar damage Contents must be suitable for reproduction
(3)	Frames must not be used
<u>Part 2*</u>	DOCUMENTS OTHER THAN DRAWINGS
(4)	Pages of description and claims must be consecutively numbered in one series
(5)	Pages of sequence listings should be placed at the end of the application They must be consecutively numbered in a separate series
(6)	Pages should be numbered in the centre at the top or bottom
(7)	Margins must measure at least 20mm
(8)	F1, description, claims and abstract must each begin on a new sheet
(9)	Description, claims and abstract (except for translations and sequence listings) must use at least 1.5 line spacing
(10)	Capital letters must be more than 2mm high
<u>Part 4</u>	OTHER REQUIREMENTS
(22)	Tables can only be included in claims if examiner agrees
(23)	Terminology and references must be consistent throughout the application
(24 &25)	Standard units of measurement should be used or equivalent standard international units of measurement should be provided. Only technical terms, signs and symbols which are generally accepted in the field may be used.

* Parts 1 and 2 do not apply to electronically or web filed applications