

Search brief

Use a separate record for each matter. Duplicate page 2 for each query run and pages 3 and 4 for each retained hit. Keep source files in an authorized matter environment.

Field	Entry
Matter and search owner	
Decision: patentability, invalidity, freedom to operate (FTO), or landscape	
Candidate and intended use	
Proposed or target claims, if applicable	
Jurisdictions and activities	
Relevant dates and counsel's date instructions	
Original sequence source and version	
Molecule type, length, and biological boundaries	
Scientist or sequence specialist	
Reviewing attorney	
Authorized search environments	
Scope exclusions	

Blank fields are for the search team to complete. This PDF supports typed entries and printing.

Query-run record

Retain the exact submitted query and every changed run. A search result applies to the recorded collection and settings.

Field	Entry
Query ID and version	
Original file and retained location	
Exact submitted query file or string	
Transformation from original and rationale	
Parent coordinates for a fragment	
Strand, translation, or numbering convention	
Ambiguities, modifications, and representation limits	
Source, collection, and search mode	
Search date and available database release information	
Coverage statement and retained source	
Algorithm, version, and scoring settings	
Identity and coverage settings	
Word size, gaps, masking, and statistical cutoff	
Text queries, classifications, and date filters	
Reported-hit limit and whether reached	
Result count and export location	
Reason for an additional or changed run	

Hit record: sequence and document

Connect the alignment to the exact publication and sequence identifier. Continue the same hit record on page 4 for claim, date, and review evidence.

Field	Entry
Query ID and version	
Source accession and version	
Query and subject lengths	
Alignment blocks and coordinates	
Identity, query coverage, subject coverage, and scores	
Substitutions, gaps, and biologically relevant positions	
Exact publication number and kind code	
Sequence identifier in that document	
Patent-office document and listing locations	
Retained source record, alignment, and listing files	

Hit record: claim and review

Repeat the query and publication identifiers to keep this page linked to page 3. Keep scientific review and attorney disposition separate.

Field	Entry
Query ID and version	
Exact publication number and kind code	
Difference between indexed and published sequences	
Relevant paragraph, example, claim, and dependencies	
Sequence limitation and other claim limitations	
Publication, filing, and claimed priority dates, separately	
Family links and reviewed members	
Legal status, jurisdiction, and status date, if relevant	
Retain, reject, or unresolved, with reason	
Scientific review and remaining questions	
Attorney review and approved disposition	

Coverage gaps and handoff

Record missing coverage and unperformed searches explicitly. Keep deliberately rejected hits with their reasons.

Gap	Affected decision	Assigned reviewer	Next action	Resolution or retained limitation

Handoff

Field	Entry
Completed runs	
Evidence retained and reviewed	
Deliberately rejected hits and reasons	
Unresolved gaps	
Unperformed or out-of-scope searches	
Next patent-text or claim-analysis work	
Scientist and attorney approvals	

A no-hit result describes the recorded collection and settings. Carry retained evidence and coverage gaps into scientific and attorney review for the matter-specific decision.