



Intellectual<sup>®</sup>  
Property  
Owners  
Association

## **Submitting Requests for an Amicus Brief to Intellectual Property Owners Association (IPO)**

### **Submitting Requests to the Amicus Brief Committee**

Requests for IPO to file an amicus brief must include the following:

- A short paper (no more than three (3) pages) describing the underlying position of the litigants,
- Copies of relevant pleadings, motions, decisions, or other papers to reflect the nature of the controversy,
- The name and email addresses of lead counsel of all parties involved in the litigation, and
- The names of other organizations from which amicus support has also been requested.

THE PARTY REQUESTING AMICUS SUPPORT SHALL SEND A COPY OF THE REQUEST TO LEAD COUNSEL OF ALL OTHER PARTIES INVOLVED IN THE LITIGATION AND INFORM THEM THAT THEY ARE FREE TO MAKE SUBMISSIONS TO IPO COMMITTEE WITHIN THREE (3) BUSINESS DAYS OF THE ORIGINAL REQUEST.

Please note that the committee needs at least 30 days to review the request and draft and print a brief. Requests submitted within that 30-day period will have a significantly decreased chance of being fulfilled.

Requests are to be submitted via email to the Chair of the Amicus Brief Committee, Kevin Rhodes, in care of Robin Muthig at [rmuthig@ipo.org](mailto:rmuthig@ipo.org). For more information on procedures, contact Ms. Muthig at 202/507-4514. Also, for more information see the Amicus Brief Committee Procedures at [www.ipo.org/AmicusBriefProcedures](http://www.ipo.org/AmicusBriefProcedures).

### **Review and Notification**

The Amicus Brief Committee will review completed requests. All requests will be acknowledged when received. If the committee favors the request it will be submitted to the IPO Board of Directors for a vote. The requester and opposing counsel will be notified of the action taken on the request.