

NOTICE.

The correspondence with the Department is carried, through the Canadian Mail, free of postage.

The forwarding of any paper should always be accompanied by a letter, and a separate letter should be written in relation to each distinct subject.

It is particularly recommended that reference should be made to the law before writing on any subject to the Department; in order to avoid unnecessary explanations and useless loss of time and labor; and it is also recommended, in every case to have the papers and drawings prepared by a competent person, for the interest both of the applicant and of the public service.

A sufficient margin should be left on every paper, and specially on specifications and assignments for the insertion of references, or certificates and for the affixing of the seal thereto.

Although it is optional for the applicant to annex drawings to the Specification of a *Caveat* or not, still it is important, in the interest of the party, always to attach drawings to the said specification.

It must be remembered that the better papers are executed, the sooner the work is dispatched at the office, and the surer the regularity of the proceedings is guaranteed.

It must be remembered, when drawing the Petition for a Patent of Invention that, if a change in the residence mentioned has taken place during the year next to the date of the Petition, the change or changes should be mentioned in accordance with the 12th Section of the Patent Act of 1869.