



Guidelines for Using E-Verify® Trademark

What is the Purpose of These Guidelines?

U.S. Department of Homeland Security (DHS) has adopted and is using in commerce the E-Verify® trademark (Mark). DHS has registered the Mark with the U.S. Patent & Trademark Office.

No entity may use the Mark without the express written consent of DHS/USCIS after submitting the prescribed, attached License Application by which it agrees to comply with the following terms and conditions:

Use of E-Verify® Mark

1. The Mark is available for use by applicants who submit a License Application, a representative sample(s), and who are granted permission to use the Mark in accordance with the terms and conditions of these Guidelines.
2. The applicant requesting permission to use the Mark must qualify to one of the below:
 - A. Participate in and be in good standing in the E-Verify program at the time of application and during the term of the License, if granted. Participation means subscribing to the general goals and objectives of the E-Verify program, including advertising participation in and promotion efforts of the E-Verify program.
 - B. A legitimate business entity Trade association, or federal, state, local government agency whose sole purpose is to promote the E-Verify program via marketing promotional items as brochures or presentations.
 - C. A legitimate media outlet whose sole purpose is to use the E-Verify® Mark as a way to incorporate the E-Verify program into their media outreach via print, web, or television.
3. The attached License Application form must be completed, and forwarded together with any other relevant information, by fax or e-mail to the address noted on the form.
4. The Licensee shall not use the Mark in a domain name or meta tag.
5. The Licensee shall use the Mark only in ways that reflect the Licensee's participation in the E-Verify program but do not create an appearance of Government endorsement or affiliation between the Licensee with DHS or USCIS.
6. The Licensee shall direct through their use of the logo to the E-Verify Web site with a direct link to www.dhs.gov/e-verify.

Quality Control

1. Licensee agrees that DHS/USCIS will have the right at all reasonable times to inspect the Licensee's promotional activities employing the Mark to ensure the Licensee's use of the Mark is of proper quality and otherwise consistent with these guidelines.
2. Licensee agrees to use the digitized image files that will be provided by USCIS. If Licensee does not have the resources to reproduce the Mark from an image file, USCIS will provide appropriate image(s) upon reasonable request at no cost to the applicant.
3. Licensee agrees not to use photocopies, other printed materials, or scanned images as a source of the Mark. Licensee will assure that the Mark is not distorted or re-sized and that there will be sufficient contrast between the Mark and its background.
4. Licensee agrees that it will not use the Mark in a disparaging manner, or one that subjects the E-Verify program, USCIS, or DHS to disrepute.
5. Licensee agrees to include the registration symbol "®" with the Mark and shall, where possible, include the statement - "E-Verify® is a registered trademark of U.S. Department of Homeland Security."

Authorizations and Sub-Licenses

1. Licensee shall not sell any items containing the Mark.
2. Licensee shall not transfer any portion of or grant a sub-license in this License.
3. Any attempt by Licensee to authorize others to use any portion of this License or to grant a sub-license shall be deemed a breach of this License. Licensee's breach of any of the terms and conditions of this License shall be cause for early termination of this License.

Duration and Termination

1. This license shall terminate in 2 years of the date of the signed permission to use the Mark. The License may be extended by mutual agreement of DHS/USCIS and Licensee for a reasonable amount of time thereafter.
2. Sale of any items containing the Mark shall result in automatic termination of the permission granted under this Agreement.

Right of Refusal

A License Application may be denied for, but not limited to, the following reasons: non-participation in the E-Verify program; usage of the logo on items for sale; usage of the logo on website or other materials that misrepresent applicant's role in the E-Verify program; and usage of the logo in a manner that conveys a transfer of power or authority from the U.S. Government, DHS, or USCIS to the applicant.

Please complete this E-Verify® trademark (Mark) License Application Form and return it to:

uscis.verlogo@dhs.gov or fax (202) 443-0175



LICENSE APPLICATION FOR USE OF THE E-Verify® TRADEMARK

Type of License: New Renewal

Type of Requestor:

- A. E-Verify Participant/Company Name:
B. Business or Government Entity/Name:
C. Media Outlet/Name:

How will the logo be applied? (Check all that apply):

Website Public Presentations Brochures/Flyers/Programs

Please provide website address below:

Explain your intended use and business objectives of the E-Verify® trademark, including media of presentation:

Please provide a representative sample of each use prior to approval.

Term of License

- (a) This License is subject to all the terms and conditions of the "Guidelines for Using E-Verify® Trademark."
(b) This License is in effect for two years of the date of the signed permission to use the Mark, unless, extended, revoked, or terminated.
(c) This License may be extended by mutual written agreement between the Licensee and USCIS. Any extension signed by all parties to the original agreement is effective on the date that all required parties have signed the extension.
(d) The License is not effective until it has been approved and signed by an appropriate USCIS official.

I have read and understand the Guidelines for Use of the E-Verify® Trademark and am authorized by my organization to agree to abide by those Guidelines as a condition of a license to use the Mark.

USCIS Official Name (Print)

Licensee Name (Print)

USCIS Official Signature

Licensee Signature

Dates Valid

Date

Please return this completed E-Verify Trademark License to uscis.verlogo@dhs.gov