

RIYA SINGH

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EDUCATION

- Jogesh Chandra Chaudhuri Law College, **B.A. LL.B.** 2017-2022
 - Aggregate of 10 semesters – 72.6 %
- St. Paul’s Boarding and Day School, Kolkata 2015-2017
 - Higher Senior Secondary (Class XII); affiliated to the ISC Board.
 - Stream: Humanities
 - Percentage: 89%
- M.P. Birla Foundation Higher Secondary School, Kolkata 2003-2015
 - Senior Secondary (Class X); affiliated to the ICSE Board.
 - Stream: Computer Science
 - Percentage: 83%

WORK EXPERIENCE

- **Associate at Biswajit Sarkar, Advocates – IP Attorneys** July, 2022 – Present
 - Trade mark search and filing of trade mark applications
 - Filing International applications under Madrid Protocol
 - Drafting responses to examination reports and attending show cause hearing
 - Notice of Opposition, Counter Statements and Rectification Petition
 - Drafting of Evidence under Rule 45, 46 and 47 of the Trade Marks Act, 1999
 - Drafting of Legal Notices and Cease and Desist Letters
 - Drafting trade mark assignment deed and no litigation affidavit
 - Drafting trade mark license agreements
 - Filing of NOC for Copyright Registration
 - Replying to examination reports for NOC application
 - Filing Copyright applications for various kinds of work
 - Drafting responses to discrepancy letters for copyright application
 - Filing the application for Design Registration
- Assisted in developing an IP Management software for the firm;
- Managing the firm’s website, SEO and social media;

Internship Experience

- **Legal Trainee at Biswajit Sarkar, Advocates – IP Attorneys** April, 2022 – June, 2022
 - Conducted trade mark search and drafted legal opinion
 - Filing of trade mark applications
 - Drafted responses to objections under section 9 and section 11
 - Filed TM-C, TM-P, TM-M, TM-R, and various forms
 - Copyright Application, Form XIV and Statement of Particulars
- Researched on Various topics relating to Intellectual Property Rights and wrote blogs
- Acted as a liaison between clients and seniors

- **Intern at Calcutta High Court** February 2020
 - Prepared case briefs and case summaries
 - Researched on judgments
 - Attended court proceedings

CO-CURRICULAR

- **Course titled ‘Diploma in Intellectual Property, Media & Entertainment Laws’**
by LawSikho May, 2022 – Present
 - Drafted agreement for exploitation of Satellite Rights
 - Endorsement and Artist Agreements
 - Agreement for In-Film Integration
 - Agreement of exploitation of Rights in Audio-Visual Content
 - Design Search, Classification and filing the application
 - Responding to FERs and Petition for cancellation of designs
 - Filing a suit for design infringement

- **Course titled ‘Diploma in US Intellectual Property Law and Paralegal Studies’**
by LawSikho Jan - July 2022
 - Filing of trademark application in the UK and US
 - Drafted response to Office Actions and Cease and Desist Notices
 - Drafted Oppositions, Revocation, and Invalidation Notices
 - Drafted DMCA Notice and UDRP Complaint
 - Prepared Confidentiality Agreement, Software Development Agreement, and IP Transfer Agreements
 - Conducted Patent Search and Drafting of Patent Application in the US