



952-896-3393 *direct*  
952-842-1700 *fax*  
aanderson@larkinhoffman.com

---

**Education**

Minnesota School of Business, Richfield, MN,  
2004, A.A.S., Paralegal Studies

Crown College, St. Bonifacius, MN, 2021,  
B.S., Biblical Studies

**Professional Associations & Memberships**

Minnesota Paralegal Association

P.E.O. International

**Service Areas**

Intellectual Property and Technology

Intellectual Property and Technology  
Litigation

## Alice M. Anderson

---

Alice is the patent paralegal and docketing administrator for the Intellectual Property Department. She focuses on preparing and filing U.S. and international patent applications and documents. Alice communicates with foreign associates to coordinate the filing of direct patent applications on behalf of clients in foreign countries. Alice also prepares docket portfolio reports, estimated cost reports, budget reports, and helps attorneys and clients manage deadlines. Alice manages the payments during prosecution of an application and post-issuance for patent annuities and maintenance fees.

In addition, Alice utilizes her 18+ years as a litigation assistant and paralegal to assist the Intellectual Property Litigation team when the need arises. This includes assisting in preparation for cases before the Patent Trial and Appeal Board (PTAB), Trademark Trial and Appeal Board (TTAB), U.S. District Courts, U.S. Court of Appeals for the Federal Circuit, and the U.S. Supreme Court.