



Trade Mark Form T11

Application or notice to register a licence

Request to amend or remove registered particulars of a licence

Trade Marks Ordinance (Cap. 559)

Trade Marks Rules (Cap. 559A)

Important notes

1. General notes:

- a. Please complete this form in English unless otherwise stated.
- b. This form must be signed and dated.
- c. If there is not enough space for any part on this form, please continue on an additional sheet. Number each additional sheet and state the number of additional sheet(s).
- d. Please enquire through the following means:
 - E-mail: enquiry@ipd.gov.hk
 - Internet homepage address: www.ipd.gov.hk

2. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Trade Marks Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Trade Marks Registry will use any personal data provided in this form and any document(s) filed in relation to it for processing your application, request or notice, as well as for the purposes of collection set out at www.ipd.gov.hk/eng/home.htm. **Any of the information provided may be made available for public inspection, in full or in part, pursuant to Rules 68 and 69 of the Trade Marks Rules, Cap. 559A. Such information may be accessed through the Internet.**
- c. The Trade Marks Registry may redact unsolicited personal data included with this form or any document(s) filed in relation to it before making them available for public inspection. Please **DO NOT provide any personal data (including personal data relating to third parties) which are not specifically required to be submitted.**
- d. Subject to the requirements of the Trade Marks Ordinance, Cap. 559, any person has the right to request access to and correct his/her personal data held in the trade mark records maintained by the Trade Marks Registry, pursuant to sections 18 and 22 of the Personal Data (Privacy) Ordinance, Cap. 486.
- e. For further details, please see the Personal Information Collection Statement at www.ipd.gov.hk/eng/home.htm.

3. Use of Other Information:

- a. The Trade Marks Registry will use any information relating to any commercial enterprise or entity provided in this form and any document(s) filed in relation to it for processing your application, request or notice, and for the purposes of collection set out at www.ipd.gov.hk/eng/home.htm. **They may be made available for public inspection, in full or in part, pursuant to Rules 68 and 69 of the Trade Marks Rules, Cap. 559A. Such information may be accessed through the Internet.**
- b. **DO NOT include any business information of your own or that of third parties which you consider to be confidential or commercially sensitive.** Where such information is included in this form or any document(s) filed in relation to it, the Registrar will treat it an express and voluntary consent given by you and any such third party to disclosure of all such information for the purpose of public inspection.

4. Submission of application/request/notice:

In person or by mail with the appropriate fee to the Registrar of Trade Marks, 24/F, Wu Chung House, No. 213 Queen's Road East, Wanchai, Hong Kong, China. The fee schedule can be viewed at www.ipd.gov.hk/eng/forms_fees.htm. Payment can be made in person by cash, or by sending a cheque made payable to THE GOVERNMENT OF THE HONG KONG SPECIAL ADMINISTRATIVE REGION.

Note 1 You can use this form for a licence between the same parties relating to one or more than one trade mark application or registration. However, you need to file a separate form for each licence.

01 Application no(s). *(Note 1)*

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Registration no(s). *(Note 1)*

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02 Name of **applicant for registration/owner of registered mark** **grantor of the sub-licence**

03 Details of **licensee** **sub-licensee**

Name *(If the name of the licensee/sub-licensee is not in Roman letters or in Chinese, please include a transliteration in Roman letters.)*

Address

04 Please indicate whether this request is for

Registration *If you mark this box, please complete Part 06. Please read Part 05 and complete either Part 07 or Part 08 as appropriate.*

Removal *If you mark this box, please read Part 05 and complete either Part 07 or Part 08 as appropriate.*

Amendment *If you mark this box, please give details of amendment in the space below. Please read Part 05 and complete Part 07 and/or Part 08 as appropriate.*

Details of amendment :

05 Documentary evidence is NOT required if:

- (1) request for registration of a licence is signed by or on behalf of the grantor of the licence;
- (2) request for removal of a licence is signed by or on behalf of the grantee of the licence;
- (3) request for amendment of a licence is signed by or on behalf of both the grantor and grantee of the licence.

Documentary evidence refers to documents showing:

- for (1), the grant of a licence;
- for (2), the licence has ceased to have effect;
- for (3), the alteration of the terms of the licence.

Documentary evidence filed will be open to public inspection.

06 Particulars of the licence / sub-licence

(1) Duration of the licence

Date licence starts

(DD-MM-YYYY)

Date licence ends

(where licence is for fixed period)

(DD-MM-YYYY)

(2) Is the licence exclusive?

Yes

No

(3) Is the licence for all goods or services?

Yes

No

If "No", state the specific goods and/or services covered by the licence.

Class no(s):	Specification of goods and/or services:

(4) Other limitations to which the licence is subject *(if applicable)*

Note 2 You must provide details of an address for service in Hong Kong, China. Please note that a P.O. Box or “care of” address is not acceptable. The address for service you provide shall be treated as in substitution of any address for service previously filed.

Note 3 If you are an agent, you must provide details of an address in Hong Kong, China where you reside or carry on your business activities. Please note that a P.O. Box or “care of” address is not acceptable.

07 Signature of applicant for registration/owner of registered mark grantor of the sub-licence
 agent for applicant for registration/owner of registered mark
 agent for grantor of the sub-licence

I/We confirm that I/we have read and understood the “Important notes” on page 1.

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Signature

Name and Official
Capacity of SignatoryDate
(DD-MM-YYYY)

Further particulars of applicant for registration/owner of registered mark/grantor of the sub-licence

(1) Address for service in Hong Kong, China (Note 2)

Name

Address

Your reference

Telephone no.

Facsimile no.

E-mail address

(2) Agent’s address (Note 3)

08 Signature of the licensee sub-licensee agent for licensee agent for sub-licensee

I/We confirm that I/we have read and understood the "Important notes" on page 1.

Signature

Name and Official
Capacity of Signatory

Date
(DD-MM-YYYY)

Further particulars of licensee / sub-licensee

(1) Address for service in Hong Kong, China (see Note 2)

Name

Address

Your reference

Telephone no.

Facsimile no.

E-mail address

(2) Agent's address (see Note 3)

09 If this form is NOT filed by

- applicant for registration/owner of registered mark/grantor of the sub-licence
- licensee/sub-licensee
- agent for applicant for registration/owner of registered mark/grantor of the sub-licence
- agent for licensee/sub-licensee

please complete the following:

Particulars of the filer:**(1) Address for service in Hong Kong, China (see Note 2)****Name****Address****Your reference****Telephone no.****Facsimile no.****E-mail address****(2) Agent's address (see Note 3)****10 State the number of additional sheet(s) attached to this form**