

REGISTERED DESIGNS ORDINANCE (Chapter 522)

NOTICE OF SPECIFICATION OF FORMS

Pursuant to section 84 of the Registered Designs Ordinance (Chapter 522) and section 2(2)(a) of the Registered Designs Rules, notice is hereby given that the forms specified below and attached to this notice shall, with effect from 13 February 2006, be used in connection with the respective proceedings described below:-

<i>Description of Proceedings</i>	<i>Form no.</i>	<i>Fee no.</i>
Request for alteration of applicant's/registered owner's name, address, address for service or agent's address under sections 64, 65, 66, 67 of the Rules	D12 (paper form)	-
	D12 (interactive form)	-
Request for alteration of name, address, address for service or agent's address (for persons other than applicant/registered owner) under sections 64, 65, 66, 67 of the Rules	D12 (paper form)	-
	D12 (electronic form)	-
Request for correction of address, address for service or agent's address under section 66 of the Rules	D12 (paper form)	-
	D12 (electronic form)	-

The following specified forms, which are currently in force, shall continue to be used in connection with the respective proceedings described below:

<i>Description of Proceedings</i>	<i>Form no.</i>	<i>Fee no.</i>
Application for registration of a design under sections 12, 13 of the Ordinance and sections 6, 16 of the Rules	D1 (paper form)	1, 2, 3, 4
	D1 (electronic form)	1, 2, 3, 4
For advertisement in the official journal of the registration of a design (per design)	D1 (paper form)	9
	D1 (electronic form)	9

<i>Description of Proceedings</i>	<i>Form no.</i>	<i>Fee no.</i>
Request to amend an application for registration of a design under section 21 of the Ordinance and section 19 of the Rules	D2 (paper form)	5
	D2 (electronic form)	5
Request to correct an error in the register under section 67 of the Ordinance and section 51 of the Rules	D2 (paper form)	6
	D2 (electronic form)	6
Request to correct an error of translation or transcription or of any clerical error or mistake in filed documents under section 76 of the Ordinance and section 62 of the Rules	D2 (paper form)	7
	D2 (electronic form)	7
Notice requesting reinstatement of an application for registration of a design under section 20 of the Ordinance and section 18 of the Rules	D3 (paper form)	8
	D3 (electronic form)	8
Application for extension of time under section 73 of the Rules	D4 (paper form)	27
	D4 (electronic form)	27
Application to register particulars of transactions affecting rights in registered designs under section 20 of the Rules	D5 (paper form)	20
	D5 (electronic form)	20
Notice of transactions affecting rights in applications under section 33 or 34 of the Rules	D5 (paper form)	21
	D5 (electronic form)	21
Application to cancel claim to be mortgagee or licensee under section 34 of the Ordinance and section 35 of the Rules	D5 (paper form)	-
	D5 (electronic form)	-

<i>Description of Proceedings</i>	<i>Form no.</i>	<i>Fee no.</i>
Application to the Registrar to revoke registration under section 44 of the Ordinance and section 37 of the Rules	D6 (paper form)	22
Filing of order, declaration or certificate of the court for revocation of registration or rectification of the register under sections 44, 45, 46, 66 of the Ordinance and section 48 of the Rules	D7 (paper form)	-
Notice to surrender registration under section 30 of the Ordinance and section 32 of the Rules	D8 (paper form)	-
	D8 (electronic form)	-
Notice of opposition or counter-statement under section 38, 39, 51 or 62 of the Rules	D9 (paper form)	23
Application for a certified copy of an entry in the register or a certified extract from the register under section 69 of the Ordinance and section 54 of the Rules	D10 (paper form)	10
Application for a certified copy of a document kept by the Registry, not otherwise charged	D10 (paper form)	11
Application for a certificate for the purposes of section 65(2) of the Ordinance and section 54 of the Rules	D10 (paper form)	24
Application for a copy of an entry in the register or an extract from the register under section 69 of the Ordinance and section 54 of the Rules	D10 (paper form)	12
Application for a copy of a document kept by the Registry, not otherwise charged	D10 (paper form)	13
Request for information or permission to inspect documents under section 70 of the Ordinance and section 55 of the Rules	D10 (paper form)	-
Application for inspection of the register under section 68 of the Ordinance and section 52 of the Rules	D10 (paper form)	-
Application for renewal of the period of registration under sections 28, 92 of the Ordinance and sections 29, 75 of the Rules	D11 (paper form)	14, 15, 16, 17, 18, 19
	D11 (electronic form)	14, 15, 16, 17, 18, 19

This notice shall, on 13 February 2006, supersede the [Notice of Specification of Forms](#) published in the Hong Kong Intellectual Property Journal on 7 May 2004.

3 February 2006

Stephen SELBY *Registrar of Designs*



Designs Form D12

Request for alteration of name, address, address for service or agent's address

Request for correction of address, address for service or agent's address

Registered Designs Rules (Cap. 522A)

General notes

- Please complete this form in English unless otherwise stated.
- This form must be signed and dated.
- 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 sheets.
- Please enquire through the following means:
 - E-mail: enquiry@ipd.gov.hk
 - Internet homepage address: www.ipd.gov.hk

Submission of application/request

In person or by mail to the Registrar of Designs, 24/F, Wu Chung House, No. 213 Queen's Road East, Wanchai, Hong Kong, China.

Use of personal data

Personal data provided in this form will be used by the Intellectual Property Department and can be disclosed for purposes relating to the administration of the Registered Designs Ordinance and its subsidiary legislation. Registration will protect your intellectual property rights and information in this form is used to process your application. You can obtain information regarding access to and alteration of your personal data in accordance with the Registered Designs Ordinance and its subsidiary legislation by contacting the Registrar of Designs.

01 Your reference	
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Note 1 You may use this form for more than one application or registration if the alteration is the same.
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02 Application / Registration no(s). (Note 1)	
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03 Name(s) of applicant(s) / registered owner(s) as currently appear(s) in the application or on the register	

04 This is a request for:	<input type="checkbox"/> alteration of name and/or address <i>(please complete Parts 05-08)</i> <input type="checkbox"/> correction of address <i>(please complete Parts 05-08)</i> <input type="checkbox"/> alteration of address for service and/or agent's address <i>(please complete Part 07 and/or 08)</i> <input type="checkbox"/> correction of address for service and/or agent's address <i>(please complete Part 07 and/or 08)</i> <i>Please mark the appropriate box(es)</i>
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05 Name / address to be altered or corrected Name Address	
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06 New name New or corrected address <i>(If the new name is not in Roman letters or in Chinese, please include a transliteration in Roman letters.)</i> Name Address	
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Note 2 You should 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.

07 Address for service in Hong Kong, China (Note 2)	
Important note The address for service you provide here shall be treated as being in substitution for any address for service previously filed for all designs listed in Part 02.	
Name	
Address	
Telephone no.	
Facsimile no.	
E-mail address	

Note 3 If you are an agent, you should 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.

08 Agent's address (Note 3)**09 Declaration**

Please mark the box to make declaration if applicable

- ☐ I/We declare that there has been no change in the ownership of the design(s) or identity of the owner of the design(s).

10 Signature

Signature

Name and Official Capacity of Signatory

Date (DD-MM-YYYY)

11 State the number of additional sheet(s) attached to this form



Request for alteration of applicant's/registered owner's name, address, address for service or agent's address

Registered Designs Rules (Cap. 522A)

Designs INTERACTIVE Form D12

Important note

Please note that this interactive form is for alteration of name, address, address for service or agent's address of an applicant or registered owner. For alteration of name, address, address for service or agent's address of persons other than the applicant or registered owner, please file Designs Form D12 electronically.

If there has been a change in the ownership of the design application or registration prior to the alteration of name/address, please file Designs Form D5 electronically and check at <http://www.ipd.gov.hk> that the change in ownership has been recorded *before* you file this form.

Your reference

Note 1 This form can be used for more than one application and/or registration, if the alteration is the same.

If the alteration involves more than 99 application/registration nos., please make use of the Attachment on the next page.

Application no(s)/Registration no(s). (Note 1)

Add	Remove
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Note 2 This form allows you to alter one co-applicant's/co-owner's name/address. If you wish to alter the name/address of the other co-applicant(s)/co-owner(s), you should file a separate form for each co-applicant's/co-owner's name/address.

Name of applicant/registered owner in the application or in the register (Note 2)

Please mark the appropriate box(es)

<input type="checkbox"/>	Alteration of name of the applicant/registered owner to: <i>(If the new name is not in Roman letters or Chinese characters, please include a transliteration in Roman letters.)</i>
	<input type="text"/>

Alteration of name of the applicant/registered owner in Chinese to (if applicable):

☐ **Please mark the box to confirm that the above party remains the same legal entity before and after the alteration of name.**

Please refer to the Terms of Use at <http://www.ipd.gov.hk> for the Personal Information Collection Statement.

E-filing Hotline: (852) 2961 6820

- ☐ **Alteration of address of the applicant/registered owner to:**
Address *(Please provide your address in no more than five lines.)*

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Country/Territory/Area

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Note 3 If you are the applicant's/registered owner's agent, you should 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.

- ☐ **Alteration of agent's address to:**
(Note 3)

Address *(Please provide your address in no more than five lines.)*

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Country/Territory/Area

HK	HONG KONG
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Note 4 You should 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.

- ☒ **Address for service in Hong Kong, China/Alteration of address for service in Hong Kong, China to:**
(Note 4)

Important note

The address for service provided here would substitute the current address for service of the applicant/registered owner of all designs listed under Application no(s). and Registration no(s). on page 1.

Name

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Customer ID

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Address *(Please provide your address in no more than five lines.)*

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Country/Territory/Area

HK	HONG KONG
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Telephone no.

--

Fax no.

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- ☐ **Please mark the box to confirm that the agent's address (if provided) is an address in Hong Kong, China where you reside or carry on your business activities and the address for service is a residential or business address in Hong Kong, China.**

Attachment

Please attach the list of Application/Registration nos. here:

Attachment file name and file path (e.g. C:\designs\attachment.txt)

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Request for alteration of name, address, address for service or agent's address (for persons other than applicant/registered owner)

Request for correction of address, address for service or agent's address

Registered Designs Rules (Cap. 522A)

Designs Form D12

Important note

Please note that this form is for (1) correction of address, address for service or agent's address of any party and/or (2) alteration of name, address, address for service or agent's address of persons other than the applicant/registered owner. For alteration of name, address, address for service or agent's address of an applicant or registered owner, please file Designs INTERACTIVE Form D12.

General notes

- This form
 - is for electronic filing.
 - must be digitally signed.
- Please complete this form in English unless otherwise stated.
- You must complete Parts 02 to 04 and 07.
- For enquiry, please e-mail us: enquiry@ipd.gov.hk

Use of personal data

Personal data provided in this form will be used by the Intellectual Property Department and can be disclosed for purposes relating to the administration of the Registered Designs Ordinance and its subsidiary legislation. Registration will protect your intellectual property rights and information in this form is used to process your application. You can obtain information regarding access to and alteration of your personal data in accordance with the Registered Designs Ordinance and its subsidiary legislation by contacting the Registrar of Designs.

01 Your reference

Note 1 This form can be used for more than one application and/or registration, if the alteration or correction is the same.

02 Application no(s)/Registration no(s). (Note 1)

Add

Remove

03 Name(s) of applicant(s) / registered owner(s) in the application or in the register

Name

Customer ID (if any)

Add

Remove

04 This is a request for:	<div> <input type="checkbox"/> alteration of name (other than applicant/registered owner) <i>(please complete Parts 05-08)</i> </div> <div> <input type="checkbox"/> alteration of address (other than applicant/registered owner) <i>(please complete Parts 05-08)</i> </div> <div> <input type="checkbox"/> correction of address <i>(please complete Parts 05-08)</i> </div> <div> <input type="checkbox"/> alteration of address for service and/or agent's address (other than applicant/registered owner) <i>(please complete Part(s) 07 and/or 08)</i> </div> <div> <input type="checkbox"/> correction of address for service and/or agent's address <i>(please complete Part(s) 07 and/or 08)</i> </div> <div> <i>Please mark the appropriate box(es)</i> </div>										
05 Name to be altered Address to be altered or corrected Name Address Country/Territory/Area Customer ID <i>(if any)</i>	<table border="1"> <tr><td colspan="2"></td></tr> <tr><td colspan="2"></td></tr> <tr><td colspan="2"></td></tr> <tr> <td></td><td></td></tr> <tr><td colspan="2"></td></tr> </table>										
06 New name New or corrected address <i>(If the new name is not in Roman letters or Chinese characters, please include a transliteration in Roman letters.)</i> Name Address Country/Territory/Area Customer ID <i>(if any)</i>	<div> <input type="checkbox"/> <i>In the case of an alteration of name, please mark the box to confirm that the named party below remains the same legal entity before and after the alteration of name.</i> </div> <table border="1"> <tr><td colspan="2"></td></tr> <tr><td colspan="2"></td></tr> <tr><td colspan="2"></td></tr> <tr> <td></td><td></td></tr> <tr><td colspan="2"></td></tr> </table>										

Note 2 You should 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.

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

Important note

The address for service you provide here shall be treated as being in substitution for any address for service previously filed for all designs listed in Part 02.

Name

Address

Telephone no.

Fax no.

Customer ID

HK

HONG KONG

Note 3 If you are an agent, you should 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.

**08 Agent's address
(Note 3)**

09 Attachment (if any)
Attachment file name and file path (e.g.
C:\designs\attachment.pdf)

Add

Remove