

## PATENTS ORDINANCE (Chapter 514)

### NOTICE OF SPECIFICATION OF FORMS

Pursuant to section 150 of the Patents Ordinance (Chapter 514), notice is hereby given that the forms specified below and attached to this notice shall, with effect from 1 June 2007, be used in connection with the respective proceedings described below:-

<i>Description of Proceedings</i>	<i>Form no.</i>	<i>Fee no.</i>
Reference to the Registrar of Patents for determination before grant under sections 13(1)(a), 13(1)(b), 14(5) of the Ordinance and sections 3(1), 7(1) of the Patents (General) Rules	<a href="#">P1</a> (paper form)	1
Application for authorisation by the Registrar of Patents under section 13(5) of the Ordinance and section 6 of the Patents (General) Rules	<a href="#">P1A</a> (paper form)	3
Filing of notice of opposition or counter-statement under sections 13(6), 14(5), 44(4), 45, 48, 49, 146(2) of the Ordinance, section 13(4) of the Patents (Transitional Arrangements) Rules and sections 3(7), 7(3) and (4), 37(5), 38(4) and (5), 40(2) and (3), 40(4), 41(3), 48(4) and (5), 48(6A), 108(3) and (4) of the Patents (General) Rules	<a href="#">P2</a> (paper form)	2
Application for addition of details in relation to a deemed standard patent to the register under section 13(8) of the Patents (Transitional Arrangements) Rules and section 109 of the Patents (General) Rules	<a href="#">P3</a> (paper form)	-
Application for deletion of details in relation to a deemed standard patent from the register under section 13(4) of the Patents (Transitional Arrangements) Rules and section 108 of the Patents (General) Rules	<a href="#">P3</a> (paper form)	-
Request to record a designated patent application for a standard patent under sections 15, 16, 22 of the Ordinance and sections 8, 18 of the Patents (General) Rules	<a href="#">P4</a> (paper form)	4
	<a href="#">P4</a> (electronic form)	4
Request for registration of a designated patent and grant of a standard patent under section 23 of the Ordinance and section 19 of the Patents (General) Rules	<a href="#">P5</a> (paper form)	5
	<a href="#">P5</a> (electronic form)	5

<i>Description of Proceedings</i>	<i>Form no.</i>	<i>Fee no.</i>
Request for registration of a designated patent and grant of a standard patent under section 7 of the Patents (Transitional Arrangements) Rules	<a href="#">P5</a> (paper form)	5
	<a href="#">P5</a> (electronic form)	5
Request for grant of a short-term patent under sections 113, 116, 125 of the Ordinance and sections 58, 74 of the Patents (General) Rules	<a href="#">P6</a> (paper form)	6
	<a href="#">P6</a> (electronic form)	6
Statement of inventorship in respect of a short-term patent under section 113(2) of the Ordinance and section 65 of the Patents (General) Rules	<a href="#">P6A</a> (paper form)	-
	<a href="#">P6A</a> (electronic form)	-
Request for correction of error under sections 51(2)(b)(ii), 146(1) of the Ordinance and sections 47, 48 of the Patents (General) Rules	<a href="#">P7</a> (paper form)	22
	<a href="#">P7</a> (electronic form)	22
Request to publish a corrected translation under section 106(3) of the Ordinance and section 57 of the Patents (General) Rules	<a href="#">P7</a> (paper form)	27
	<a href="#">P7</a> (electronic form)	27
Request to make an amendment under sections 31, 43, 120 of the Ordinance and sections 27, 35, 36, 75 of the Patents (General) Rules	<a href="#">P8</a> (paper form)	-
	<a href="#">P8</a> (electronic form)	-
Maintaining application for standard patent under section 33 of the Ordinance and section 28 of the Patents (General) Rules	<a href="#">P9</a> (paper form)	11, 12
	<a href="#">P9/P10</a> (interactive form)	11, 12
Request for renewal of a standard patent under section 39 of the Ordinance and section 32 of the Patents (General) Rules	<a href="#">P10</a> (paper form)	13, 14
	<a href="#">P9/P10</a> (interactive form)	13, 14

<i>Description of Proceedings</i>	<i>Form no.</i>	<i>Fee no.</i>
Request for renewal of a short-term patent under section 126 of the Ordinance and section 79 of the Patents (General) Rules	<a href="#">P10</a> <i>(paper form)</i>	15, 16
	<a href="#">P9/P10</a> <i>(interactive form)</i>	15, 16
Request for a certified copy of an entry in the register or a certified extract from the register under section 51(6) of the Ordinance and section 51(1) of the Patents (General) Rules	<a href="#">P11</a> <i>(paper form)</i>	28
Request for a certificate for the purposes of section 51(10) of the Ordinance under section 51(1) of the Patents (General) Rules	<a href="#">P11</a> <i>(paper form)</i>	28
Request for a certified copy of document, specification of a patent or published standard patent application under section 51(1) of the Patents (General) Rules	<a href="#">P11</a> <i>(paper form)</i>	29, 30
Request for a certified extract from a document, specification of a patent or published standard patent application under section 51(1) of the Patents (General) Rules	<a href="#">P11</a> <i>(paper form)</i>	29, 30
Request for information from published standard patent applications or granted patents under section 147 of the Ordinance and sections 88, 110 of the Patents (General) Rules	<a href="#">P11</a> <i>(paper form)</i>	30
Application to restore a withdrawn standard patent application due to non-payment of maintenance fee under section 34 of the Ordinance and section 31 of the Patents (General) Rules	<a href="#">P12</a> <i>(paper form)</i>	17
	<a href="#">P12</a> <i>(electronic form)</i>	17
Application to restore a lapsed standard patent under section 40 of the Ordinance and section 34 of the Patents (General) Rules	<a href="#">P12</a> <i>(paper form)</i>	17
	<a href="#">P12</a> <i>(electronic form)</i>	17
Application to restore a lapsed short-term patent under section 127 of the Ordinance and section 81 of the Patents (General) Rules	<a href="#">P12</a> <i>(paper form)</i>	17
	<a href="#">P12</a> <i>(electronic form)</i>	17

<i>Description of Proceedings</i>	<i>Form no.</i>	<i>Fee no.</i>
Notice requesting reinstatement of a patent application under sections 28, 123 of the Ordinance and sections 25, 76 of the Patents (General) Rules	<a href="#">P13</a> (paper form)	18
	<a href="#">P13</a> (electronic form)	18
Application for restoration of rights under sections 29, 123 of the Ordinance and sections 26, 77 of the Patents (General) Rules	<a href="#">P13</a> (paper form)	18
	<a href="#">P13</a> (electronic form)	18
Mention of inventor under section 45 of the Ordinance and sections 38(1), 38(2) of the Patents (General) Rules	<a href="#">P14</a> (paper form)	19
Notice of revocation of a standard patent under section 44(2) of the Ordinance and sections 36, 37(1) of the Patents (General) Rules	<a href="#">P15</a> (paper form)	-
Application for revocation of a standard patent under section 44(4) of the Ordinance and sections 36, 37(2) of the Patents (General) Rules	<a href="#">P15</a> (paper form)	20
Reference to the Registrar to revoke a patent under section 49(1) of the Ordinance and section 41(1) of the Patents (General) Rules	<a href="#">P15</a> (paper form)	20
Notice of offer to surrender a patent under section 48(1) of the Ordinance and section 40(1) of the Patents (General) Rules	<a href="#">P16</a> (paper form)	-
	<a href="#">P16</a> (electronic form)	-
Request for the furnishing of a sample of a deposited micro-organism and notice of confirmation by the Registrar of Patents under section 128 of the Ordinance and section 73 of the Patents (General) Rules	<a href="#">P17</a> (paper form)	-
Request for alteration of applicant's/proprietor's name, address, address for service or agent's address under sections 45, 85 of the Patents (General) Rules	<a href="#">P18</a> (paper form)	-
	<a href="#">P18</a> (interactive form)	-

<i>Description of Proceedings</i>	<i>Form no.</i>	<i>Fee no.</i>
Request for alteration of name, address, address for service or agent's address (for persons other than applicant/proprietor) under sections 45, 85 of the Patents (General) Rules	<a href="#">P18</a> <i>(paper form)</i>	-
	<a href="#">P18</a> <i>(electronic form)</i>	-
Request for correction of address, address for service or agent's address under section 45 of the Patents (General) Rules	<a href="#">P18</a> <i>(paper form)</i>	-
	<a href="#">P18</a> <i>(electronic form)</i>	-
Application for registration or notice to the Registrar of rights acquired in or under a patent or a patent application under sections 50, 51(2), 52 of the Ordinance and section 46 of the Patents (General) Rules	<a href="#">P19</a> <i>(paper form)</i>	21
	<a href="#">P19</a> <i>(electronic form)</i>	21

This notice shall, on 1 June 2007, supersede the [Notice of Specification of Forms](#) published in the Hong Kong Intellectual Property Journal on 3 February 2006.



## Patents Form P1

# Reference to the Registrar of Patents for determination before grant

Patents Ordinance (Cap. 514)

Patents (General) Rules (Cap. 514C)

### 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](mailto:enquiry@ipd.gov.hk)
  - Internet homepage address: [www.ipd.gov.hk](http://www.ipd.gov.hk)

#### 2. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.**
- c. The Patents 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 Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents 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](http://www.ipd.gov.hk/eng/home.htm).

#### 3. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). **They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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 Patents, 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](http://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.

<b>01 Your reference</b>	
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**Note 1** This form is for one patent application or invention.

<b>02 Application no.</b> to which the reference relates <i>(if an application for a standard patent has been made)</i> <b>(Note 1)</b>	
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<b>03 Full name of applicant(s)</b> <i>(if an application for a standard patent has been made)</i>	
Name	
Name in Chinese <i>(if applicable)</i>	

<b>04 Details of the person(s) making the reference</b>	
Name	
Name in Chinese <i>(if applicable)</i>	
Address	

<b>05 Reference is made under:</b>	<p style="text-align: center;">Patents Ordinance</p> <p style="text-align: center;"> <input type="checkbox"/> Section 13(1)(a)      <input type="checkbox"/> Section 13(1)(b)      <input type="checkbox"/> Section 14(5) </p> <p style="text-align: center;"><i>Please mark the appropriate box</i></p> <p style="text-align: center;"><i>(Patents Ordinance can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>)</i></p>
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<p><b>06 Indicate the document(s) filed with this form</b></p> <p>(a) <b>Statement</b> in support of the reference (sections 3, 7, Patents (General) Rules which can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>)</p> <p>(b) Others (please specify)</p>	<p>Please mark the appropriate box</p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>
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**Note 2** An address for service in Hong Kong, China must be supplied. If you are a newly appointed agent, you have to notify the Registrar of Patents of the address in Hong Kong, China where you reside or carry on your business activities by filing Form P18 or in writing.

<p><b>07 Address for service in Hong Kong, China (Note 2)</b></p> <p>Name</p> <p>Address</p> <p>Telephone no.</p> <p>Facsimile no.</p> <p>E-mail address</p>	<p></p> <p></p> <p></p> <p></p> <p></p>
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<p><b>08 Signature</b></p> <p>I/We confirm that I/we have read and understood the "Important notes" on page 1.</p> <p>_____ Signature</p> <p>_____ Name and Official Capacity of Signatory</p> <p>_____ Date (DD-MM-YYYY)</p>		
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<p><b>09 State the number of additional sheet(s) attached to this form</b></p> <p><input type="text"/></p>
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## Patents Form P1A

# Application for authorisation by the Registrar of Patents

Patents Ordinance (Cap. 514)

Patents (General) Rules (Cap. 514C)

### 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](mailto:enquiry@ipd.gov.hk)
  - Internet homepage address: [www.ipd.gov.hk](http://www.ipd.gov.hk)

#### 2. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.**
- c. The Patents 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 Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents 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](http://www.ipd.gov.hk/eng/home.htm).

#### 3. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). **They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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 as 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 Patents, 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](http://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.

<b>01 Your reference</b>	
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**Note 1** This form is for one patent application or invention.

<b>02 Application no. to which the application for authorisation relates (if any) (Note 1)</b>	
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<b>03 Date of the Registrar's order to which the application for authorisation relates (DD-MM-YYYY)</b>	
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<b>04 Full name of the applicant(s) (if an application for a standard patent has been made)</b>	
Name	
Name in Chinese (if applicable)	

<b>05 Details of the person(s) applying for the authorisation</b>	
Name	
Name in Chinese (if applicable)	
Address	

<b>06 Indicate the document(s) filed with this form</b>	
(a) <b>Statement</b> setting out fully the facts relied on and the nature of the authorisation sought (section 6(1), Patents (General) Rules, which can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a> )	Please mark the appropriate box <input type="checkbox"/>
(b) Others (please specify)	<input type="checkbox"/>

**Note 2** An address for service in Hong Kong, China must be supplied. If you are a newly appointed agent, you have to notify the Registrar of Patents of the address in Hong Kong, China where you reside or carry on your business activities by filing Form P18 or in writing.

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

Name

Address

Telephone no.

Facsimile no.

E-mail address

**08 Signature**

**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)

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



## Patents Form P2

# Filing of notice of opposition or counter-statement

Patents Ordinance (Cap. 514)

Patents (General) Rules (Cap. 514C)

Patents (Transitional Arrangements) Rules (Cap. 514B)

### 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](mailto:enquiry@ipd.gov.hk)
  - Internet homepage address: [www.ipd.gov.hk](http://www.ipd.gov.hk)

#### 2. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.**
- c. The Patents 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 Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents 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](http://www.ipd.gov.hk/eng/home.htm).

#### 3. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). **They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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 Patents, 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](http://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.

<b>01 Your reference</b>	
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**Note 1** This form is for one patent application, patent or invention.

<b>02 Application no./Patent no. to which the notice of opposition or counter-statement relates (Note 1)</b>	<p><i>Please mark the appropriate box and specify the no. in the space below</i></p> <p><input type="checkbox"/> Application no.      <input type="checkbox"/> Patent no.</p> <p>_____</p>
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<b>03 Full name of the applicant(s) or proprietor(s)</b>
Name
Name in Chinese <i>(if applicable)</i>

<b>04 Details of the person(s) filing the notice of opposition or counter-statement</b> <i>(leave blank if filed by the applicant/proprietor)</i>
Name
Name in Chinese <i>(if applicable)</i>
Address

<b>05 Notice of opposition or counter-statement is filed under:</b>	<p style="text-align: center;"><b>Patents (General) Rules</b></p> <p><input type="checkbox"/> sections 3(7) and (8)      <input type="checkbox"/> sections 7(3) and (4)      <input type="checkbox"/> section 37(5)      <input type="checkbox"/> sections 38(4) and (5)</p> <p><input type="checkbox"/> sections 40(2) and (3)      <input type="checkbox"/> section 40(4)      <input type="checkbox"/> section 41(3)      <input type="checkbox"/> sections 48(4) and (5)</p> <p><input type="checkbox"/> section 48(6A)      <input type="checkbox"/> sections 108(3) and (4)</p> <p><i>Please mark the appropriate box</i></p> <p><i>(Patents (General) Rules can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>)</i></p>
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<p><b>06 Indicate the document(s) filed with this form</b></p> <p>(a) <b>Statement</b> setting out the grounds of opposition (sections 40(3), 48(5), Patents (General) Rules)</p> <p>(b) <b>Counter-statement</b> setting out the grounds of opposition or objection (sections 3(7), 7(3), 37(5), 38(4), 40(4), 41(3), 48(6A), 108(3), Patents (General) Rules)</p> <p>(c) Others (please specify)</p> <p><i>(Patents (General) Rules can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>)</i></p>	<p>Please mark the appropriate box</p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>
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**Note 2** An address for service in Hong Kong, China must be supplied. If you are a newly appointed agent, you have to notify the Registrar of Patents of the address in Hong Kong, China where you reside or carry on your business activities by filing Form P18 or in writing.

<p><b>07 Address for service in Hong Kong, China (Note 2)</b></p> <p>Name</p> <p>Address</p> <p>Telephone no.</p> <p>Facsimile no.</p> <p>E-mail address</p>	<p></p> <p></p> <p></p> <p></p> <p></p> <p></p>
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<p><b>08 Signature</b></p> <p><b>I/We confirm that I/we have read and understood the “Important notes” on page 1.</b></p>		
<p>_____</p> <p>Signature</p>	<p>_____</p> <p>Name and Official Capacity of Signatory</p>	<p>_____</p> <p>Date (DD-MM-YYYY)</p>

<p><b>09 State the number of additional sheet(s) attached to this form</b></p> <p style="text-align: center;"> <input style="width: 100px; height: 30px;" type="text"/> </p>
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## Patents Form P3

### Application for addition of details in relation to a deemed standard patent to the register

### Application for deletion of details in relation to a deemed standard patent from the register

Patents Ordinance (Cap. 514)

Patents (General) Rules (Cap. 514C)

Patents (Transitional Arrangements) Rules (Cap. 514B)

#### Important notes

##### 1. General notes:

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- 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](mailto:enquiry@ipd.gov.hk)
  - Internet homepage address: [www.ipd.gov.hk](http://www.ipd.gov.hk)

##### 2. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.**
- c. The Patents 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 Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents 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](http://www.ipd.gov.hk/eng/home.htm).

##### 3. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). **They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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 to the Registrar of Patents, 24/F, Wu Chung House, No. 213 Queen's Road East, Wanchai, Hong Kong, China.

**01 Your reference****Note 1** This form is for one patent.

**02** (a) If you are applying for addition, enter the **registration no.** of the patent under the repealed Registration of Patents Ordinance (Cap. 42)

*Please mark the appropriate box and specify the no. in the space below*

Registration no.       Patent no.

(b) If you are applying for deletion, enter the **patent no.** to which the application relates

*(Note 1)*

**03 The application is filed for:**

addition to the register

deletion to the register

*Please mark the appropriate box*

**04 Proprietor's details**

Name

Name in Chinese *(if applicable)*

Address

**05 Details of the person(s) applying for the deletion**

*(leave blank if (i) it is an application for addition; or (ii) the application for deletion is made by the proprietor)*

Name

Name in Chinese *(if applicable)*

Address



<b>06</b> Grounds of deletion/addition	
--	--

<b>07</b> Specify the supporting document(s) or evidence filed with this form <i>(if any)</i>	
---	--

**Note 2** An address for service in Hong Kong, China must be supplied. If you are a newly appointed agent, you have to notify the Registrar of Patents of the address in Hong Kong, China where you reside or carry on your business activities by filing Form P18 or in writing.

<b>08</b> Address for service in Hong Kong, China <i>(Note 2)</i>	
Name	
Address	
Telephone no.	
Facsimile no.	
E-mail address	

<b>09</b> Signature		
<b>I/We confirm that I/we have read and understood the “Important notes” on page 1.</b>		
_____ Signature	_____ Name and Official Capacity of Signatory	_____ Date <i>(DD-MM-YYYY)</i>

<b>10</b> State the number of additional sheet(s) attached to this form
<div style="border: 1px solid black; width: 100px; height: 30px; margin: 0 auto;"></div>



## Patents Form P4

# Request to record a designated patent application for a standard patent

Patents Ordinance (Cap. 514)

Patents (General) Rules (Cap. 514C)

### Important notes

#### 1. General notes:

- a. Either Chinese or English can be used as the language of proceedings. 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) in Part 11(a).
- d. Please enquire through the following means:
  - E-mail: [enquiry@ipd.gov.hk](mailto:enquiry@ipd.gov.hk)
  - Internet homepage address: [www.ipd.gov.hk](http://www.ipd.gov.hk)

#### 2. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.**
- c. The Patents 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 Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents 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](http://www.ipd.gov.hk/eng/home.htm).

#### 3. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). **They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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 as 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 Patents, 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](http://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.

<b>01 Your reference</b>	
--------------------------	--

<b>02 Details of applicant</b> <i>(If the name of the applicant is not in Roman letters or in Chinese, please include a transliteration in Roman letters.)</i>	
Name	
Name in Chinese <i>(if applicable)</i>	
Address	

<p><b>03</b> Is the applicant the person named as the applicant in the designated patent application?</p>	<p><i>Please mark the appropriate box</i></p> <p><input type="checkbox"/> Yes      <input type="checkbox"/> No</p>
<p>If you have marked “No”, you need to submit a <b>statement</b> explaining the applicant’s entitlement to apply for the grant of a standard patent and the prescribed <b>documents</b> supporting the statement.</p> <p><i>(section 15(2)(d), Patents Ordinance and section 9, Patents (General) Rules, which can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>)</i></p>	<p><b>Statement</b></p>

<b>Note 1</b> You must state the title of the invention in both English and Chinese.
--

<p><b>04 Title of invention</b> <i>(Note 1)</i></p> <p>English</p>	
<p>Chinese</p>	

<p><b>05 Details of designated patent application</b></p> <p>(a) Application no.</p> <p>(b) Filing date (DD-MM-YYYY)</p> <p>(c) Publication no. (if any)</p> <p>(d) Publication date (if any) (DD-MM-YYYY)</p>	    
<p><b>06 Details of international application</b> If the designated patent application is based on</p> <p>(a) International application no.</p> <p>(b) International filing date (DD-MM-YYYY)</p> <p>(c) International publication no.</p> <p>(d) International publication date (DD-MM-YYYY)</p> <p>(e) Date of publication in the designated patent office indicating that the international application has validly entered the national phase (if different from the date of publication in Part 05(d) above)</p> <p>or</p> <p>Date of issuance of the National Application Notification by the State Intellectual Property Office, People's Republic of China</p> <p>(section 16, Patents Ordinance and section 15, Patents (General) Rules, which can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>)</p>	    <p>Please mark the appropriate box and enter the date in the space provided if applicable</p> <p><input type="checkbox"/> _____ (DD-MM-YYYY)</p> <p>or</p> <p><input type="checkbox"/> _____ (DD-MM-YYYY)</p>

**Note 2** A claim of earlier application date may be made under:  
 (a) section 22, Patents Ordinance for divisional application;  
 (b) section 55, Patents Ordinance for new application filed on court order upon determination of right to patent after grant.  
 The Patents Ordinance can be viewed at [www.ipd.gov.hk](http://www.ipd.gov.hk).

<b>07 Details of earlier application</b> If the application is divided or derived from an earlier Hong Kong SAR application ( <i>Note 2</i> ) (a) Section under which an earlier application is claimed  (b) Earlier application no.  (c) Earlier application filing date (DD-MM-YYYY)  (d) Publication date of the request to record of the earlier application (DD-MM-YYYY)	Please mark the appropriate box  Patents Ordinance <input type="checkbox"/> Section 22 <input type="checkbox"/> Section 55

**08 Priority (please do not submit the priority document)**  
 Where a **claim of priority** under section 98, Patents Ordinance is made, please provide a **statement** and **details** in accordance with section 15(2)(e), Patents Ordinance which can be viewed at [www.ipd.gov.hk](http://www.ipd.gov.hk).

**Statement**

Country/Territory/Area	Priority application no.	Priority application filing date (DD-MM-YYYY)

**09 Name of inventor** (If the name of the inventor is not in Roman letters or in Chinese, please include a transliteration in Roman letters.)  
 If the designated patent application does not contain the inventor's name, please provide a statement identifying the person(s) the applicant believes to be the inventor(s).  
 (section 15(2)(b), Patents Ordinance, which can be viewed at [www.ipd.gov.hk](http://www.ipd.gov.hk))

**Statement**

Name	Name in Chinese (if applicable)







# Request to record a designated patent application for a standard patent

Patents Ordinance (Cap. 514)

Patents (General) Rules (Cap. 514C)

## Patents Form P4

### Important notes

#### 1. General notes:

- a. This form
  - is for electronic filing only.
  - must be digitally signed.
- b. Either Chinese or English can be used as the language of proceedings. Please complete this form in English unless otherwise stated.
- c. You must complete Parts 02 to 05 and 12.
- d. For enquiry, please e-mail us: [enquiry@ipd.gov.hk](mailto:enquiry@ipd.gov.hk)

#### 2. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.**
- c. The Patents 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 Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents 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](http://www.ipd.gov.hk/eng/home.htm).

#### 3. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). **They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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 as 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.



01	Your reference	
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02	<b>Details of applicant</b> <i>(If the name of the applicant is not in Roman letters or in Chinese, please include a transliteration in Roman letters.)</i>	
----	---	--

Name	Customer ID <i>(if any)</i>
Name in Chinese <i>(if applicable)</i>	
Address	
Country/Territory/Area	

<b>Add</b>	<b>Remove</b>
------------	---------------

03	Is the applicant the person named as the applicant in the designated patent application?	<p style="text-align: center;"><i>Please mark the appropriate box</i></p> <input type="checkbox"/> Yes <input type="checkbox"/> No
	<p>If you have marked "No", you need to submit a <b>statement</b> explaining the applicant's entitlement to apply for the grant of a standard patent and the prescribed <b>documents</b> supporting the statement.</p> <p><i>(section 15(2)(d), Patents Ordinance and section 9, Patents (General) Rules, which can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a> )</i></p>	<b>Statement</b>

<b>Note 1</b>	You must state the title of the invention in both English and Chinese.
---------------	--

04	<b>Title of invention</b> <i>(Note 1)</i>	
	English  Chinese	
05	<b>Details of designated patent application</b>	
	(a) Application no.	
	(b) Filing date (DD-MM-YYYY)	
	(c) Publication no. (if any)	
	(d) Publication date (if any) (DD-MM-YYYY)	

<p><b>06 Details of international application</b> If the designated patent application is based on</p> <p>(a) International application no.</p> <p>(b) International filing date (DD-MM-YYYY)</p> <p>(c) International publication no.</p> <p>(d) International publication date (DD-MM-YYYY)</p> <p>(e) Date of publication in the designated patent office indicating that the international application has validly entered the national phase <i>(if different from the date of publication in Part 05 (d) above)</i></p> <p>or</p> <p>Date of issuance of the National Application Notification by the State Intellectual Property Office, People's Republic of China</p> <p><i>(Section 16, Patents Ordinance and section 15, Patents (General) Rules, which can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>)</i></p>	<p>Please mark the appropriate box and enter the date in the space provided if applicable</p> <p><input type="checkbox"/> _____ (DD-MM-YYYY)</p> <p><input type="checkbox"/> _____ (DD-MM-YYYY)</p>
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**Note 2** A claim of earlier application date may be made under:

(a) section 22, Patents Ordinance for divisional application;

(b) section 55, Patents Ordinance for new application filed on court order upon determination of right to patent after grant.

The Patents Ordinance can be viewed at [www.ipd.gov.hk](http://www.ipd.gov.hk).

<p><b>07 Details of earlier application</b> If the application is divided or derived from an earlier Hong Kong SAR application <i>(Note 2)</i></p> <p>(a) Section under which an earlier application is claimed</p> <p>(b) Earlier application no.</p> <p>(c) Earlier application filing date</p>	<p>Please mark the appropriate box</p> <p>Patents Ordinance  <input type="checkbox"/>                      <input type="checkbox"/>  Section 22                      Section 55</p> <p>.</p>
---	--

<p style="text-align: center;">(DD-MM-YYYY)</p> <p>(d) Publication date of the request to record of the earlier application</p> <p style="text-align: center;">(DD-MM-YYYY)</p>	
---	--

**08 Priority** *(Please do not submit the priority document)*  
 Where a **claim of priority** under section 98, Patents Ordinance is made, please provide a **statement** and **details** in accordance with section 15(2)(e), Patents Ordinance which can be viewed at [www.ipd.gov.hk](http://www.ipd.gov.hk).

<b>Statement</b>		
Country/Territory/Area	Priority application no.	Priority application filing date (DD-MM-YYYY)

Add
Remove

**09 Name of inventor** *(If the name of the inventor is not in Roman letters or in Chinese, please include a transliteration in Roman letters.)*  
 If the designated patent application does not contain the inventor's name, please provide a statement identifying the person(s) the applicant believes to be the inventor(s).  
 (section 15(2)(b), Patents Ordinance, which can be viewed at [www.ipd.gov.hk](http://www.ipd.gov.hk))

<b>Statement</b>	
Name	Name in Chinese <i>(if applicable)</i>

Add
Remove

**Note 3** Please refer to section 95, Patents Ordinance for claim of non-prejudicial disclosure. The Patents Ordinance can be viewed at [www.ipd.gov.hk](http://www.ipd.gov.hk).

<p><b>10 Non-prejudicial disclosure</b>          Where a <b>claim of non-prejudicial disclosure</b> is made, please provide a <b>statement</b> and <b>prescribed details</b> in accordance with section 15(2)(f), Patents Ordinance and section 10, Patents (General) Rules respectively which can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>. <i>(Note 3)</i></p>	<b>Statement</b>		
	Name and place of the exhibition or meeting	Opening date of the exhibition or meeting (DD-MM-YYYY)	Date of first disclosure (DD-MM-YYYY)

**Note 4** In accordance with section 8(2)(g) of the Patents (General) Rules, a list of the documents comprising the request to record and an indication of the number of sheets of each such document should be provided. The Patents (General) Rules can be viewed at [www.ipd.gov.hk](http://www.ipd.gov.hk).

11 Enter the no. of sheets and attach any of the following documents *(Note 4)*

(a) Copy of the designated patent application as published

No. of sheets	Attachment file name and file path, e.g. C:\patents\specification.pdf

Add

Remove

(b) Copy of the international application as published by the International Bureau and/or copy of translation of the international application published by the designated patent office

No. of sheets	Attachment file name and file path, e.g. C:\patents\pct.pdf

Add

Remove

(c) Translation of abstract

No. of sheets	Attachment file name and file path, e.g. C:\patents\abstract.pdf

Add

Remove

(d) Other documents *(if any)*

- (i) copy of publication of information in the designated patent office concerning the international application
- (ii) statement explaining the applicant's entitlement to apply and the prescribed documents supporting the statement
- (iii) others

Please specify	No. of sheets	Attachment file name and file path, e.g. C:\patents\other.pdf

Add

Remove

**Note 5** An address for service in Hong Kong, China must be supplied.

12 Address for service in Hong Kong, China <i>(Note 5)</i>  Name Address  Telephone no. E-mail address Customer ID		
	HK	HONG KONG

**Note 6** If you are an agent, an address in Hong Kong, China where you reside or carry on your business activities must be supplied.

13 Agent's address <i>(Note 6)</i>	
------------------------------------	--

14 If available, please enter the <b>English abstract</b> text in the space below.

15 If available, please enter the <b>Chinese abstract</b> text in the space below.

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



## Patents Form P5

# Request for registration of a designated patent and grant of a standard patent

Patents Ordinance (Cap. 514)

Patents (General) Rules (Cap. 514C)

Patents (Transitional Arrangements) Rules (Cap. 514B)

### 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) in Part 07(a).
- d. Please enquire through the following means:
  - E-mail: [enquiry@ipd.gov.hk](mailto:enquiry@ipd.gov.hk)
  - Internet homepage address: [www.ipd.gov.hk](http://www.ipd.gov.hk)

#### 2. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.**
- c. The Patents 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 Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents 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](http://www.ipd.gov.hk/eng/home.htm).

#### 3. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). **They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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 Patents, 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](http://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.

<b>01 Your reference</b>
--------------------------

<b>02 Details of the corresponding request to record published</b>  Application no.  Publication no.  Date of publication (DD-MM-YYYY)	

<b>03 Details of applicant</b> <i>(If the name of the applicant is not in Roman letters or in Chinese, please include a transliteration in Roman letters.)</i>
Name
Name in Chinese <i>(if applicable)</i>
Address

<b>04</b> Is the applicant the person named as the applicant for the Hong Kong SAR standard patent in the register?  If you have marked "No", you need to submit a <b>statement</b> explaining the applicant's entitlement to apply for the grant of a standard patent and the prescribed <b>documents</b> supporting the statement. <i>(section 23(3)(b), Patents Ordinance and section 20, Patents (General) Rules, which can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>)</i>	<i>Please mark the appropriate box</i>  <input type="checkbox"/> Yes <input type="checkbox"/> No
	<b>Statement</b>

<b>Note 1</b> You must state the title of the invention in both English and Chinese.
--

<b>05 Title of invention</b> <i>(Note 1)</i> English    Chinese	

<b>06 Details of designated patent</b>  (a) Publication no. (b) Date of grant (DD-MM-YYYY) (c) Date of publication (if different from the date of grant) (DD-MM-YYYY)	

<b>07 Enter the no. of sheet(s) for any of the following documents you are filing with this form</b>  (a) Additional sheet(s) attached to this form  (b) Copy of the published specification of the corresponding designated patent  (c) Statement explaining the applicant's entitlement to apply and the prescribed documents supporting the statement  (d) Others (please specify)	No. of sheet(s)

<b>08 If a copy of the published specification of the corresponding designated patent is filed with this form, please confirm by marking the box</b>	<i>Please mark if applicable</i>  <input type="checkbox"/> I/We confirm that the attached copy of the specification is a true copy of the document issued by or kept at the relevant designated patent office.

<b>Note 2</b> An address for service in Hong Kong, China must be supplied.
--

<b>09 Address for service in Hong Kong, China (Note 2)</b>  Name  Address   Telephone no.  Facsimile no.  E-mail address	

<b>Note 3</b> If you are an agent, an address in Hong Kong, China where you reside or carry on your business activities must be supplied.
---

<b>10 Agent's address (Note 3)</b>	
------------------------------------	--



**11 Signature**

**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)



# Request for registration of a designated patent and grant of a standard patent

Patents Ordinance (Cap. 514)

Patents (General) Rules (Cap. 514C)

Patents (Transitional Arrangements) Rules (Cap. 514B)

## Patents Form P5

### Important notes

#### 1. General notes:

- a. This form
  - is for electronic filing only.
  - must be digitally signed.
- b. Please complete this form in English unless otherwise stated.
- c. You must complete Parts 02 to 06 and 09.
- d. For enquiry, please e-mail us: [enquiry@ipd.gov.hk](mailto:enquiry@ipd.gov.hk)

#### 2. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.
- c. The Patents 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 Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents 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](http://www.ipd.gov.hk/eng/home.htm).

#### 3. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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.

01	Your reference	
02	Details of the corresponding request to record published	
	Application no.	.
	Publication no.	
	Date of publication (DD-MM-YYYY)	

03 Details of applicant <i>(If the name of the applicant is not in Roman letters or in Chinese, please include a transliteration in Roman letters.)</i>	
Name	Customer ID <i>(if any)</i>
Name in Chinese <i>(if applicable)</i>	
Address	
Country/Territory/Area	

Add
Remove

04	Is the applicant the person named as the applicant for the Hong Kong SAR standard patent in the register?	<p style="text-align: center;"><i>Please mark the appropriate box</i></p> <input type="checkbox"/> Yes <input type="checkbox"/> No
	<p>If you have marked "No", you need to submit a <b>statement</b> explaining the applicant's entitlement to apply for the grant of a standard patent and the prescribed <b>documents</b> supporting the statement.</p> <p><i>(section 23(3)(b), Patents Ordinance and section 20, Patents (General) Rules, which can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>)</i></p>	<p><b>Statement</b></p>

**Note 1** You must state the title of the invention in both English and Chinese.

05	Title of invention <i>(Note 1)</i>	
	English  Chinese	

<b>06 Details of designated patent</b>  (a) Publication no.  (b) Date of grant (DD-MM-YYYY)  (c) Date of publication (if different from the date of grant) (DD-MM-YYYY)	

**Note 2** In accordance with section 19(2)(e) of the Patents (General) Rules, a list of the documents comprising the request to register and an indication of the number of sheets of each such document should be provided. The Patents (General) Rules can be viewed at [www.ipd.gov.hk](http://www.ipd.gov.hk).

<b>07 Enter the no. of sheets and attach any of the following documents (Note 2)</b>	
<b>(a) Copy of the published specification of the corresponding designated patent</b>	
No. of sheets	Attachment file name and file path, e.g. C:\patents\specification.pdf

Add
Remove

<b>(b) Other documents (if any)</b>		
(i) Statement explaining the applicant's entitlement to apply and the prescribed documents supporting the statement		
(ii) others		
Please specify	No. of sheets	Attachment file name and file path, e.g. C:\patents\other.pdf

Add
Remove

<b>08 If a copy of the published specification of the corresponding designated patent is filed with this form, please confirm by marking the box</b>	<i>Please mark if applicable</i>  <input type="checkbox"/> I/We confirm that the attached copy of the specification is a true copy of the document issued by or kept at the relevant designated patent office.
--	--

**Note 3** An address for service in Hong Kong, China must be supplied.

<b>09 Address for service in Hong Kong, China (Note 3)</b>  Name  Address		
	<table border="1" style="width: 100%;"> <tr> <td style="width: 50px;">HK</td> <td>HONG KONG</td> </tr> </table>	HK
HK	HONG KONG	

Telephone no.	
E-mail address	
Customer ID	

**Note 4** If you are an agent, an address in Hong Kong, China where you reside or carry on your business activities must be supplied.

10 Agent's address <i>(Note 4)</i>	
------------------------------------	--

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



## Patents Form P6

# Request for grant of a short-term patent

Patents Ordinance (Cap. 514)

Patents (General) Rules (Cap. 514C)

### Important notes

#### 1. General notes:

- a. Either Chinese or English can be used as the language of proceedings. 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) in Part 11(a).
- 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 Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.**
- c. The Patents 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 Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents 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](http://www.ipd.gov.hk/eng/home.htm).

#### 3. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). **They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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 as 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 Patents, 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](http://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.



<p>(c) If you have marked "No" in <b>both</b> boxes in (b), please give the following details:</p> <p>Name and address of the depositary institution where a culture of the micro-organism is deposited</p> <p>Date of deposit (DD-MM-YYYY)</p> <p>Accession no. of the deposit</p> <p><i>(section 73 and Schedule 1, Patents (General) Rules, which can be viewed at www.ipd.gov.hk)</i></p>	Name
	Address

<p><b>05 Details of international application</b> If the short-term patent application is based on</p> <p>(a) International application no.</p> <p>(b) International filing date (DD-MM-YYYY)</p> <p>(c) International publication no.</p> <p>(d) International publication date (DD-MM-YYYY)</p> <p>(e) Date of entry into the national phase in the People's Republic of China</p> <p>or</p> <p>Date of issuance of the National Application Notification by the State Intellectual Property Office, People's Republic of China</p> <p>(f) Application no. of the Chinese patent application <i>(if known)</i></p> <p><i>(section 125, Patents Ordinance and section 78, Patents (General) Rules, which can be viewed at www.ipd.gov.hk)</i></p>	
	<p><i>Please mark the appropriate box and enter the date in the space provided</i></p> <p><input type="checkbox"/> _____ (DD-MM-YYYY)</p> <p><input type="checkbox"/> _____ (DD-MM-YYYY)</p>



**Note 2** A claim of earlier application date may be made under:  
 (a) section 116, Patents Ordinance for divisional application;  
 (b) section 55, Patents Ordinance for new application filed on court order upon determination of right to patent after grant.  
 The Patents Ordinance can be viewed at [www.ipd.gov.hk](http://www.ipd.gov.hk).

<b>06 Details of earlier application</b> If the application is divided or derived from an earlier Hong Kong SAR application ( <b>Note 2</b> )  (a) Section under which an earlier application is claimed  (b) Earlier application no.  (c) Earlier application filing date (DD-MM-YYYY)	<i>Please mark the appropriate box</i>  Patents Ordinance  <input type="checkbox"/> Section 116 <input type="checkbox"/> Section 55	

<b>07 Details of priority application</b> If a statement of claim of priority under section 111, Patents Ordinance is made, please provide a statement and details in the space below: <i>(sections 58(5)(c), 69, Patents (General) Rules, which can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>)</i>		
<b>Statement</b>		
Country/Territory/Area	Priority application no.	Priority application filing date (DD-MM-YYYY)

**Note 3** If the applicant is not the sole inventor or the applicants are not the joint inventors, a statement identifying the inventor(s) and indicating the derivation of the applicant's entitlement to exercise his right to the short-term patent shall be made on Form P6A (section 113(2)(c), Patents Ordinance and section 65, Patents (General) Rules, which can be viewed at [www.ipd.gov.hk](http://www.ipd.gov.hk)).

<b>08 Details of inventor</b> <i>(If the name of the inventor is not in Roman letters or in Chinese, please include a transliteration in Roman letters.)</i> ( <b>Note 3</b> )
Name
Name in Chinese <i>(if applicable)</i>
Address



<p>(j) In the case of an international application, copy of :</p> <p>(i) the international application as published by the International Bureau</p> <p>(ii) the international search report</p> <p>(iii) translation as published by the State Intellectual Property Office, People's Republic of China</p> <p>(iv) publication of information by the State Intellectual Property Office, People's Republic of China concerning the international application</p> <p>(k) Statement of inventorship on Form P6A in accordance with section 113(2)(c), Patents Ordinance and section 65, Patents (General) Rules</p> <p>(l) Others (<i>please specify</i>)</p>	

**Note 5** An address for service in Hong Kong, China must be supplied.

<p><b>12 Address for service in Hong Kong, China</b> (<i>Note 5</i>)</p> <p>Name</p> <p>Address</p> <p>Telephone no.</p> <p>Facsimile no.</p> <p>E-mail address</p>	

**Note 6** If you are an agent, an address in Hong Kong, China where you reside or carry on your business activities must be supplied.

<p><b>13 Agent's address</b> (<i>Note 6</i>)</p>	
--	--

**14 Signature**

**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)



# Request for grant of a short-term patent

Patents Ordinance (Cap. 514)

Patents (General) Rules (Cap. 514C)

## Patents Form P6

### Important notes

#### 1. General notes:

- a. This form
  - is for electronic filing only.
  - must be digitally signed.
- b. Either Chinese or English can be used as the language of proceedings. Please complete this form in English unless otherwise stated.
- c. You must complete Parts 02 to 04, 08 and 12.
- d. For enquiry, please e-mail us: [enquiry@ipd.gov.hk](mailto:enquiry@ipd.gov.hk)

#### 2. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.**
- c. The Patents 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 Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents 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](http://www.ipd.gov.hk/eng/home.htm).

#### 3. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). **They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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.

01	Your reference	
----	----------------	--

02		Details of applicant <i>(If the name of the applicant is not in Roman letters or in Chinese, please include a transliteration in Roman letters.)</i>	
Name		Customer ID <i>(if any)</i>	
Name in Chinese <i>(if applicable)</i>			
Address			
Country/Territory/Area			

Add	Remove
-----	--------

**Note 1** You must state the title of the invention in both English and Chinese.

03	Title of invention <i>(Note 1)</i>	
	English	
	Chinese	

04	Use of micro-organisms	<i>Please mark the appropriate box</i>	
	(a) Does the invention require the use of a <b>micro-organism</b> for its performance?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	(b) If you have marked "Yes", please indicate whether the micro-organism is available to the public at the date of filing of the application; and whether the micro-organism is described in the application or the specification of the patent in such a manner as to enable the invention to be performed by a person skilled in the art.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	(c) If you have marked "No" in <b>both</b> boxes in (b), please give the following details:  Name and address of the depositary institution where a culture of the micro-organism is deposited	<input type="checkbox"/> Yes	<input type="checkbox"/> No
		Name	
		Address	

Date of deposit (DD-MM-YYYY)	
Accession no. of the deposit  <i>(section 73 and Schedule 1, Patents (General) Rules, which can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>)</i>	

<b>05 Details of international application</b> If the short-term patent application is based on  (a) International application no.  (b) International filing date (DD-MM-YYYY)  (c) International publication no.  (d) International publication date (DD-MM-YYYY)  (e) Date of entry into the national phase in the People's Republic of China  or  Date of issuance of the National Application Notification by the State Intellectual Property Office, People's Republic of China  (f) Application no. of the Chinese patent application <i>(if known)</i>  <i>(section 125, Patents Ordinance and section 78, Patents (General) Rules, which can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>)</i>	          <i>Please mark the appropriate box and enter the date in the space provided</i>  <input type="checkbox"/> _____ (DD-MM-YYYY)  <input type="checkbox"/> _____ (DD-MM-YYYY)
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**Note 2** A claim of earlier application date may be made under:  
 (a) section 116, Patents Ordinance for divisional application;  
 (b) section 55, Patents Ordinance for new application filed on court order upon determination of right to patent after grant.  
 The Patents Ordinance can be viewed at [www.ipd.gov.hk](http://www.ipd.gov.hk).

<b>06 Details of earlier application</b> If the application is divided or derived from an earlier Hong Kong SAR application <i>(Note 2)</i>  (a) Section under which an earlier application is claimed  (b) Earlier application no.	<i>Please mark the appropriate box</i>  Patents Ordinance  <input type="checkbox"/> <input type="checkbox"/> Section 116                      Section 55  .
--	--

(c) Earlier application filing date (DD-MM-YYYY)	
---	--

<b>07 Details of priority application</b> If a statement of claim of priority under section 111, Patents Ordinance is made, please provide a statement and details in the space below: <i>(Sections 58(5)(c), 69, Patents (General) Rules, which can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>)</i>		
<b>Statement</b>		
Country/Territory/Area	Priority application no.	Priority application filing date (DD-MM-YYYY)

Add
Remove

**Note 3** If the applicant is not the sole inventor or the applicants are not the joint inventors, a statement identifying the inventor(s) and indicating the derivation of the applicant's entitlement to exercise his right to the short-term patent shall be made on Form P6A (section 113(2)(c), Patents Ordinance and section 65, Patents (General) Rules, which can be viewed at [www.ipd.gov.hk](http://www.ipd.gov.hk)).

<b>08 Details of inventor</b> <i>(If the name of the inventor is not in Roman letters or in Chinese, please include a transliteration in Roman letters.) (Note 3)</i>	
Name	
Name in Chinese <i>(if applicable)</i>	
Address	
Country/Territory/Area	

Add
Remove

**Note 4** Please refer to section 109, Patents Ordinance and sections 58(5)(e), 58(5)(f), 70, Patents (General) Rules for claim of non-prejudicial disclosure. The Patents Ordinance and Patents (General) Rules can be viewed at [www.ipd.gov.hk](http://www.ipd.gov.hk).

<b>09 Non-prejudicial disclosure</b> If the applicant is making a claim regarding non-prejudicial disclosure under section 109, Patents Ordinance, please provide a statement giving details relating to such disclosure. <i>(Note 4)</i>	<b>Statement</b>		
	Name and place of the exhibition or meeting	Opening date of the exhibition or meeting (DD-MM-YYYY)	Date of first disclosure (DD-MM-YYYY)



<p><b>10</b> If a <b>request for deferral of grant</b> under section 119, Patents Ordinance is required, please mark the box and enter the period of such deferral. The Patents Ordinance can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>.</p> <p><i>(The period of deferral should not exceed 12 months.)</i></p> <p><i>(If the box is not marked, it will be taken that deferral of grant is not requested.)</i></p>	<input type="checkbox"/> Request for deferral of grant up to <span style="float: right;"><u>DD-MM-YYYY</u></span>
--	---

**Note 5** In accordance with section 58(5)(h) of the Patents (General) Rules, a list of the documents comprising the application and an indication of the number of sheets of each such document should be provided. The Patents (General) Rules can be viewed at [www.ipd.gov.hk](http://www.ipd.gov.hk).

<b>11</b> Enter the no. of sheets and attach any of the following documents <i>(Note 5)</i>	
<b>(a) Specification (including description, claim(s) and drawing(s))</b>	
No. of sheets	Attachment file name and file path, e.g. C:\patents\specification.pdf

<b>(b) Abstract (in both English and Chinese)</b>	
No. of sheets	Attachment file name and file path, e.g. C:\patents\abstract.pdf

<b>(c) Priority document(s) and/or translation of the priority document(s)</b>	
No. of sheets	Attachment file name and file path, e.g. C:\patents\priority.pdf

<b>(d) Search report and/or translation of the search report</b>	
No. of sheets	Attachment file name and file path, e.g. C:\patents\searchreport.pdf

<b>(e) Other documents (if any)</b>		
(i) copy of the international application as published by the International Bureau (ii) copy of the international search report (iii) copy of translation of the international application published by the State Intellectual Property Office, People's Republic of China (iv) copy of publication of information by the State Intellectual Property Office, People's Republic of China concerning the international application (v) others		
Please specify	No. of sheets	Attachment file name and file path, e.g. C:\patents\other.pdf

**Note 6** An address for service in Hong Kong, China must be supplied.

<b>12 Address for service in Hong Kong, China (Note 6)</b>  Name Address  Telephone no. E-mail address Customer ID		
	HK	HONG KONG

**Note 7** If you are an agent, an address in Hong Kong, China where you reside or carry on your business activities must be supplied.

<b>13 Agent's address (Note 7)</b>	
------------------------------------	--

<b>14</b> If available, please enter the <b>English abstract</b> text in the space below.

<b>15</b> If available, please enter the <b>Chinese abstract</b> text in the space below.

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



## Patents Form P6A

# Statement of inventorship in respect of a short-term patent

Patents Ordinance (Cap. 514)

Patents (General) Rules (Cap. 514C)

Use this form **ONLY** if the applicant is not the sole inventor (or the applicants are not the joint inventors).

### Important notes

#### 1. General notes:

- a. This form is for providing a statement identifying the inventor and indicating the derivation of the applicant's entitlement to exercise his right to the short-term patent. The Registrar of Patents will send a copy of this form to each inventor who is not one of the applicants. Attention is drawn to section 113(2)(c), Patents Ordinance, Cap. 514, and section 65, Patents (General) Rules, Cap. 514C, which can be viewed at [www.ipd.gov.hk](http://www.ipd.gov.hk).
- b. Please complete this form in English unless otherwise stated.
- c. This form must be signed and dated.
- d. 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).
- e. Please enquire through the following means:
  - E-mail: [enquiry@ipd.gov.hk](mailto:enquiry@ipd.gov.hk)
  - Internet homepage address: [www.ipd.gov.hk](http://www.ipd.gov.hk)

#### 2. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.**
- c. The Patents 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 Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents 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](http://www.ipd.gov.hk/eng/home.htm).

#### 3. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). **They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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 to the Registrar of Patents, 24/F, Wu Chung House, No. 213 Queen's Road East, Wanchai, Hong Kong, China.

<b>01 Your reference</b>	
--------------------------	--

<b>02 Application no.</b> <i>(if filed separately from Form P6)</i>	
--	--

<b>03 Details of applicant</b> <i>(If the name of the applicant is not in Roman letters or in Chinese, please include a transliteration in Roman letters.)</i>
--

Name
------

--

Name in Chinese <i>(if applicable)</i>
--

--

Address
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--

<b>Note 1</b> You must state the title of the invention in both English and Chinese.
--

<b>04 Title of invention</b> <i>(Note 1)</i> English	
Chinese	

<b>05 Full name and address of the person(s) the applicant believes to be the inventor(s) of the invention</b> <i>(If the name of the inventor is not in Roman letters or in Chinese, please include a transliteration in Roman letters.)</i>
--

Name
------

--

Name in Chinese <i>(if applicable)</i>
--

--

Address
---------

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## Statement of inventorship in respect of a short-term patent

Patents Ordinance (Cap. 514)

Patents (General) Rules (Cap. 514C)

### Patents Form P6A

Use this form **ONLY** if the applicant is not the sole inventor (or the applicants are not the joint inventors).

#### 1. General notes :

- a. This form
  - is for providing a statement identifying the inventor and indicating the derivation of the applicant's entitlement to exercise his right to the short-term patent. The Registrar of Patents will send a copy of this form to each inventor who is not one of the applicants. Attention is drawn to section 113(2)(c), Patents Ordinance, Cap. 514, and section 65, Patents (General) Rules, Cap. 514C, which can be viewed at [www.ipd.gov.hk](http://www.ipd.gov.hk).
  - is for electronic filing only.
  - must be digitally signed.
- b. Please complete this form in English unless otherwise stated.
- c. You must complete Parts 02 to 06.
- d. For enquiry, please e-mail us: [enquiry@ipd.gov.hk](mailto:enquiry@ipd.gov.hk)

#### 4. Use of Personal data:

- f. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- g. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.**
- h. The Patents 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.**
- i. Subject to the requirements of the Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents Registry, pursuant to sections 18 and 22 of the Personal Data (Privacy) Ordinance, Cap. 486.
- j. For further details, please see the Personal Information Collection Statement at [www.ipd.gov.hk/eng/home.htm](http://www.ipd.gov.hk/eng/home.htm).

#### 5. Use of Other Information:

- c. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). **They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.**
- d. **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.

01	Your reference	
----	----------------	--

02 Details of applicant <i>(If the name of the applicant is not in Roman letters or in Chinese, please include a transliteration in Roman letters.)</i>	
Name	Customer ID <i>(if any)</i>
Name in Chinese <i>(if applicable)</i>	
Address	
Country/Territory/Area	

**Note 1** You must state the title of the invention in both English and Chinese.

03 Title of invention <i>(Note 1)</i>	
English	
Chinese	

04 Full name and address of the person(s) the applicant believes to be the inventor(s) of the invention <i>(If the name of the inventor is not in Roman letters or in Chinese, please include a transliteration in Roman letters.)</i>	
Name	
Name in Chinese <i>(if applicable)</i>	
Address	
Country/Territory/Area	

05 State how the applicant(s) derived the right from the inventor(s) to be entitled to exercise the right to the short-term patent	
--	--

**Note 2** An address for service in Hong Kong, China must be supplied.

<b>06 Address for service in Hong Kong, China (Note 2)</b> Name Address  Telephone no. E-mail address Customer ID		
	HK	HONG KONG

**Note 3** If you are an agent, an address in Hong Kong, China where you reside or carry on your business activities must be supplied.

<b>07 Agent's address (Note 3)</b>	
------------------------------------	--

<b>08 Attachment (if any)</b> Attachment file name and file path, e.g. C:\patents\attachment.pdf	
--	--

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





## Patents Form P7

### Request for correction of error

(other than correction of address, address for service or agent's address)

### Request to publish a corrected translation

Patents Ordinance (Cap. 514)

Patents (General) Rules (Cap. 514C)

#### 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](mailto:enquiry@ipd.gov.hk)
  - Internet homepage address: [www.ipd.gov.hk](http://www.ipd.gov.hk)

##### 2. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.**
- c. The Patents 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 Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents 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](http://www.ipd.gov.hk/eng/home.htm).

##### 3. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). **They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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 as 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 Patents, 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](http://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.

<b>01 Your reference</b>	
--------------------------	--

<b>Note 1</b> This form may be used for more than one application or patent if the same error and correction are to be made.
--

<b>02 Application no. / Patent no. (Note 1)</b>	<p><i>Please mark the appropriate box and specify the no. in the space below</i></p> <p><input type="checkbox"/> Application no.      <input type="checkbox"/> Patent no.</p> <p>_____</p> <p>_____</p>
---	---

<b>03 Full name of applicant(s) or proprietor(s)</b>
Name
Name in Chinese <i>(if applicable)</i>

<b>Note 2</b> If your request is for correction of address, address for service or agent's address entered in the register or on any application or other document filed, please use Form P18 instead.
--

<b>04 This form is filed for:</b> <i>(Note 2)</i>	<p><input type="checkbox"/> <b>correction of error in the register or any connected document</b> <i>(section 51(2)(b)(ii), Patents Ordinance and section 47, Patents (General) Rules)</i></p> <p><input type="checkbox"/> <b>correction of error in patent / patent application or any connected document</b> <i>(section 146(1), Patents Ordinance and section 48, Patents (General) Rules)</i></p> <p><input type="checkbox"/> <b>publishing a corrected translation</b> <i>(section 106(3), Patents Ordinance and section 57, Patents (General) Rules)</i></p> <p><i>Please mark the appropriate box</i></p> <p><i>(Patents Ordinance and Patents (General) Rules can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>)</i></p>
--	---

**Note 3** If you are asking for correction under more than one category, you should use a separate form for each category.

**05 What is the correction you want to make? (Note 3)**

**06 Specify the supporting document(s) filed with this form (if any)**

**Note 4** An address for service in Hong Kong, China must be supplied. If you are a newly appointed agent, you have to notify the Registrar of Patents of the address in Hong Kong, China where you reside or carry on your business activities by filing Form P18 or in writing.

**07 Address for service in Hong Kong, China (Note 4)**

Name  
Address

Telephone no.

Facsimile no.

E-mail address

**08 Signature**

**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)

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



香港特別行政區政府  
知識產權署  
Intellectual Property Department  
The Government of the Hong Kong  
Special Administrative Region

## Request for correction of error

(other than correction of address, address for service or agent's address)

## Request to publish a corrected translation

Patents Ordinance (Cap. 514)

Patents (General) Rules (Cap. 514C)

### Patents Form P7

#### Important notes

##### 1. General notes:

- a. This form
  - is for electronic filing only.
  - must be digitally signed.
- b. Please complete this form in English unless otherwise stated.
- c. You must complete Parts 02 to 05 and 07.
- d. For enquiry, please e-mail us: [enquiry@ipd.gov.hk](mailto:enquiry@ipd.gov.hk)

##### 2. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.**
- c. The Patents 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 Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents 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](http://www.ipd.gov.hk/eng/home.htm).

##### 3. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). **They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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 as 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.

01 Your reference	
-------------------	--

**Note 1** This form may be used for more than one application or patent if the same error and correction are to be made.

02 Application no./Patent no. <i>(Note 1)</i>	Please mark the appropriate box <input type="checkbox"/> Application no. <input type="checkbox"/> Patent no.
---	---

Add

Remove

03 Full name of applicant(s) or proprietor(s)	
Name	Customer ID <i>(if any)</i>
Name in Chinese <i>(if applicable)</i>	

Add

Remove

**Note 2** If your request is for correction of address, address for service or agent's address entered in the register or on any application or other document filed, please use Form P18.

04 This form is filed for: <i>(Note 2)</i>	<input type="checkbox"/> correction of error in the register or any connected document <i>(section 51(2)(b)(ii), Patents Ordinance and section 47, Patents (General) Rules)</i>  <input type="checkbox"/> correction of error in patent/patent application or any connected document <i>(section 146(1), Patents Ordinance and section 48, Patents (General) Rules)</i>  <input type="checkbox"/> publishing a corrected translation <i>(section 106(3), Patents Ordinance and section 57, Patents (General) Rules)</i>  Please mark the appropriate box  <i>(Patents Ordinance and Patents (General) Rules can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>)</i>
---	---

**Note 3** If you are asking for correction under more than one category, you should use a separate form for each category.

**Note 4** If there is not enough space to identify the correction to be made, a document clearly identifying the proposed correction should also be filed and attached to this form.

05 What is the correction you want to make? <i>(Notes 3 and 4)</i>	
06 Specify the supporting document(s) filed with this form <i>(if any)</i>	

**Note 5** An address for service in Hong Kong, China must be supplied. If you are a newly appointed agent, you have to notify the Registrar of Patents of the address in Hong Kong, China where you reside or carry on your business activities by filing Form P18 or in writing.

07 Address for service in Hong Kong, China <i>(Note 5)</i>  Name  Address  Telephone no. E-mail address Customer ID	
	HK HONG KONG

08 Attachment <i>(if any)</i> Attachment file name and file path, e.g. C:\patents\attachment.pdf	
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Add

Remove

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



## Patents Form P8

### Request to make an amendment

(other than alteration of name, address, address for service or agent's address)

Patents Ordinance (Cap. 514)

Patents (General) Rules (Cap. 514C)

#### 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](mailto:enquiry@ipd.gov.hk)
  - Internet homepage address: [www.ipd.gov.hk](http://www.ipd.gov.hk)

##### 2. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.**
- c. The Patents 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 Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents 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](http://www.ipd.gov.hk/eng/home.htm).

##### 3. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). **They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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 as 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 to the Registrar of Patents, 24/F, Wu Chung House, No. 213 Queen's Road East, Wanchai, Hong Kong, China.

<b>01 Your reference</b>	
--------------------------	--

<b>02 Application no./Patent no.</b>	<p>Please mark the appropriate box and specify the no. in the space below</p> <p><input type="checkbox"/> Application no.      <input type="checkbox"/> Patent no.</p> <p>_____</p>
--------------------------------------	---

<b>03 Full name of the applicant(s) or proprietor(s)</b>	
Name	
Name in Chinese ( <i>if applicable</i> )	

<p><b>Note 1</b> If you are asking for amendment under more than one of the different categories (a) to (c) in Part 04, you should use a separate form for each category.</p>
---

<b>04 What is the nature of the amendment you want to make? (Note 1)</b>	<p>Please mark the appropriate box</p> <p>(a) <input type="checkbox"/> Amendment of application for standard patent before grant (section 31, Patents Ordinance and section 27, Patents (General) Rules)</p> <p>(b) <input type="checkbox"/> Amendment of application for short-term patent before grant (section 120, Patents Ordinance and section 75, Patents (General) Rules)</p> <p>(c) <input type="checkbox"/> Amendment of the specification of the standard patent following opposition or revocation proceedings in the designated patent office (section 43, Patents Ordinance and section 35, Patents (General) Rules)</p> <p>(Patents Ordinance and Patents (General) Rules can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>)</p>
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<p><b>Note 2</b> If only the name, address, address for service or agent's address has changed, please use Form P18 instead. If only the applicant or proprietor has changed due to change of ownership, please use Form P19 instead.</p>
---

<b>05 Provide details of the amendment you want to make (Note 2)</b>	
--	--



<p><b>06</b> If you have requested an amendment by marking Part 04 (a) above, does the amendment relate to the title of the invention, the abstract, a priority claim or any claim, description or drawing?</p>	<p>Please mark the appropriate box</p> <p><input type="checkbox"/> Yes      <input type="checkbox"/> No</p>
---	---

<p><b>07</b> If you have requested an amendment:</p> <p>(i) by marking Part 04 (a) and you have marked "No" in Part 06 above <b>or</b></p> <p>(ii) by marking Part 04 (b) above, what is the reason for the request?</p>	
--	--

<p><b>08</b> Specify the supporting document(s) filed with this form (<i>if any</i>)</p>	
--	--

<p><b>09</b> If a copy of (i) the amendment made to the corresponding designated patent application; or (ii) the amended specification or amending order of the designated patent, is filed with this form, please confirm by marking the box</p>	<p>Please mark if applicable</p> <p><input type="checkbox"/> I/We confirm that the attached copy of the amendment, amended specification or amending order is a true copy of the document issued by or kept at the relevant designated patent office.</p>
---	---

<p><b>Note 3</b> An address for service in Hong Kong, China must be supplied. If you are a newly appointed agent, you have to notify the Registrar of Patents of the address in Hong Kong, China where you reside or carry on your business activities by filing Form P18 or in writing.</p>
--

<p><b>10</b> Address for service in Hong Kong, China (<i>Note 3</i>)</p> <p>Name</p> <p>Address</p> <p>Telephone no.</p> <p>Facsimile no.</p> <p>E-mail address</p>	<p></p> <p></p> <p></p> <p></p> <p></p>
---	---

**11 Signature**

**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)

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



香港特別行政區政府  
知識產權署  
Intellectual Property Department  
The Government of the Hong Kong  
Special Administrative Region

## Request to make an amendment

(other than alteration of name, address, address for service or agent's address)

Patents Ordinance (Cap. 514)

Patents (General) Rules (Cap. 514C)

Patents Form P8

### Important notes

#### 1. General notes:

- a. This form
  - is for electronic filing only.
  - must be digitally signed.
- b. Please complete this form in English unless otherwise stated.
- c. You must complete Parts 02 to 05 and 10.
- d. For enquiry, please e-mail us: [enquiry@ipd.gov.hk](mailto:enquiry@ipd.gov.hk)

#### 2. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.
- c. The Patents 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.**
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- e. For further details, please see the Personal Information Collection Statement at [www.ipd.gov.hk/eng/home.htm](http://www.ipd.gov.hk/eng/home.htm).

#### 3. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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.

01	Your reference	
02	Application no./Patent no.	<i>Please mark the appropriate box</i> <input type="checkbox"/> Application no. <input type="checkbox"/> Patent no.

03 Full name of the applicant(s) or proprietor(s)	
Name	Customer ID (if any)
Name in Chinese (if applicable)	

Add

Remove

**Note 1** If you are asking for amendment under more than one of the different categories (a) to (c) in Part 04, you should use a separate form for each category.

<p>04 What is the nature of the amendment you want to make? (Note 1)</p>	<p>Please mark the appropriate box</p> <p>(a) <input type="checkbox"/> Amendment of application for standard patent before grant (section 31, Patents Ordinance and section 27, Patents (General) Rules)</p> <p>(b) <input type="checkbox"/> Amendment of application for short-term patent before grant (section 120, Patents Ordinance and section 75, Patents (General) Rules)</p> <p>(c) <input type="checkbox"/> Amendment of the specification of the standard patent following opposition or revocation proceedings in the designated patent office (section 43, Patents Ordinance and section 35, Patents (General) Rules)</p> <p>(Patents Ordinance and Patents (General) Rules can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>)</p>
--	---

**Note 2** If only the name, address, address for service or agent's address has changed, please use Form P18. If only the applicant or proprietor has changed due to change of ownership, please use Form P19.

<p>05 Provide details of the amendment you want to make (Note 2)</p>	
<p>06 If you have requested an amendment by marking Part 04 (a) above, does the amendment relate to the title of the invention, the abstract, a priority claim or any claim, description or drawing?</p>	<p>Please mark the appropriate box</p> <p><input type="checkbox"/> Yes                      <input type="checkbox"/> No</p>
<p>07 If you have requested an amendment: (i) by marking Part 04 (a) and you have marked "No" in Part 06 above or (ii) by marking Part 04 (b) above,</p>	

what is the reason for the request?	
08 Specify the supporting document(s) filed with this form <i>(if any)</i>	
09 If a copy of (i) the amendment made to the corresponding designated patent application; or (ii) the amended specification or amending order of the designated patent, is filed with this form, please confirm by marking the box	<p><i>Please mark if applicable</i></p> <p><input type="checkbox"/> I/We confirm that the attached copy of the amendment, amended specification or amending order is a true copy of the document issued by or kept at the relevant designated patent office.</p>

**Note 3** An address for service in Hong Kong, China must be supplied. If you are a newly appointed agent, you have to notify the Registrar of Patents of the address in Hong Kong, China where you reside or carry on your business activities by filing Form P18 or in writing.

10 Address for service in Hong Kong, China <i>(Note 3)</i>  Name Address  Telephone no. E-mail address Customer ID		
	HK	HONG KONG

11 Attachment <i>(if any)</i> Attachment file name and file path (e.g. C:\patents\attachment.pdf)	
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Add
Remove

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



## Patents Form P9

# Maintaining application for standard patent

Patents Ordinance (Cap. 514)

Patents (General) Rules (Cap. 514C)

### 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 provide a name and contact address in Hong Kong, China for correspondence.
- e. Please enquire through the following means:
  - E-mail: [enquiry@ipd.gov.hk](mailto:enquiry@ipd.gov.hk)
  - Internet homepage address: [www.ipd.gov.hk](http://www.ipd.gov.hk)

#### 2. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.**
- c. The Patents 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 Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents 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](http://www.ipd.gov.hk/eng/home.htm).

#### 3. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). **They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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 Patents, 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](http://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.

<b>01 Your reference</b>	
<b>Note 1</b> This form is for one patent application.	
<b>02 Application no. (Note 1)</b>	
<b>03 Full name of the applicant(s)</b>	
Name	
Name in Chinese (if applicable)	
<p><b>04 Statements in support</b></p> <p>As at the specified date:</p> <p><i>(enter a date on which the following statements are valid. The date entered should not be earlier than 1 month before the date of making the application.)</i></p> <p>(a) the designated patent application <b>has not been withdrawn or abandoned</b> in the designated patent office</p> <p>(b) the designated patent application <b>has not been finally refused</b> in the designated patent office</p> <p>(c) the designated patent <b>has not been granted</b></p> <p><b>or</b></p> <p>the designated patent <b>has been granted</b>. The patent was granted on a date within 6 months before the date of the maintenance application</p> <p>Date of grant of the designated patent</p> <p><i>(section 33(5), Patents Ordinance, which can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>)</i></p>	<p style="text-align: center;"><u>                    </u> (DD-MM-YYYY)</p> <p>Please mark the appropriate box(es)</p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p style="text-align: center;"><u>                    </u> (DD-MM-YYYY)</p>

**Note 2** You should pay the maintenance fee before the expiry date (but not earlier than three months before the expiry date). You can still apply to maintain the patent application within six months after the expiry date but you have to pay the prescribed additional fee.

<b>05 Payment of maintenance fee</b> <i>(and additional fee for late payment)</i>  (a) Due date of maintenance fee <i>(DD-MM-YYYY)</i>  (b) If you are paying late, how many months late?  (c) Are you paying an additional fee? <i>(Note 2)</i>	
	<i>Please mark the appropriate box</i> <input type="checkbox"/> Yes <input type="checkbox"/> No

<b>06 Overdue payment notice will be sent to the address for service recorded on the register. If you wish the notice to be sent to an address in Hong Kong, China other than the address for service, please mark "Yes" and give details of the address.</b> <i>(sections 28(2) and (3), Patents (General) Rules, which can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>)</i>  Name  Address	<input type="checkbox"/> Yes <input type="checkbox"/> No

<b>07 Contact name and address for person filing this application</b>  Name  Address   Telephone no.  Facsimile no.  E-mail address	



**08 Signature**

**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)

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



## Patents Form P10

### Request for renewal of a patent

Patents Ordinance (Cap. 514)  
Patents (General) Rules (Cap. 514C)

#### 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 provide a name and contact address in Hong Kong, China for correspondence.
- e. Please enquire through the following means:
  - E-mail: [enquiry@ipd.gov.hk](mailto:enquiry@ipd.gov.hk)
  - Internet homepage address: [www.ipd.gov.hk](http://www.ipd.gov.hk)

##### 2. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.**
- c. The Patents 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 Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents 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](http://www.ipd.gov.hk/eng/home.htm).

##### 3. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). **They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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 Patents, 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](http://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.

<b>01 Your reference</b>	
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<b>02 This request is filed for renewing:</b>	<input type="checkbox"/> a standard patent <input type="checkbox"/> a short-term patent <i>Please mark the appropriate box</i>
---	--

<b>Note 1</b> This form is for renewal of one patent.
---

<b>03 Patent no. (Note 1)</b>	
-------------------------------	--

<b>04 Full name of the proprietor(s)</b>	
Name	
Name in Chinese <i>(if applicable)</i>	

<b>Note 2</b> You should pay the renewal fee before the expiry date (but not earlier than three months before the expiry date). You can still renew within six months after the expiry date but you have to pay the prescribed additional fee.
--

<b>05 Payment of renewal fee</b> <i>(and additional fee for late payment)</i> (a) Due date of renewal fee <i>(DD-MM-YYYY)</i> (b) If you are paying late, how many months late? (c) Are you paying an additional fee? <i>(Note 2)</i>	           <i>Please mark the appropriate box</i> <input type="checkbox"/> Yes <input type="checkbox"/> No
---	--

<p><b>06 Overdue payment notice will be sent to the address for service recorded on the register. If you wish the notice to be sent to an address in Hong Kong, China other than the address for service, please mark “Yes” and give details of the address.</b>  <i>(sections 32(3) and (4), Patents (General) Rules, which can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>)</i></p> <p>Name</p> <p>Address</p>	<p style="text-align: center;"> <input type="checkbox"/> Yes                      <input type="checkbox"/> No         </p>

<p><b>07 Contact name and address for person filing this request</b></p> <p>Name</p> <p>Address</p> <p>Telephone no.</p> <p>Facsimile no.</p> <p>E-mail address</p>	<div style="border: 1px solid black; height: 40px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 40px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 40px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 40px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 40px;"></div>
---	--

<p><b>08 Signature</b></p> <p style="text-align: center;"><b>I/We confirm that I/we have read and understood the “Important notes” on page 1.</b></p>		
<p>_____</p> <p>Signature</p>	<p>_____</p> <p>Name and Official Capacity of Signatory</p>	<p>_____</p> <p>Date (DD-MM-YYYY)</p>

<p><b>09 State the number of additional sheet(s) attached to this form</b></p> <div style="border: 1px solid black; width: 100px; height: 30px; margin: 10px auto;"></div>
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## Request for renewal of a patent

### Maintaining application for standard patent

Patents Ordinance (Cap. 514)

Patents (General) Rules (Cap. 514C)

Patents INTERACTIVE Form P9/P10

#### Important notes

##### 1. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.**
- c. The Patents 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 Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents 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](http://www.ipd.gov.hk/eng/home.htm).

##### 2. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). **They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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.

Your reference

**Note 1** This form is for renewal of one patent or maintenance of one standard patent application. To renew other patents or maintain other standard patent applications, please file a separate form for each patent or standard patent application.

Renewal of Standard Patent no. *(Note 1)*

Renewal of Short-term Patent no. *(Note 1)*

Maintenance of Standard Patent Application no. *(Note 1)*

**Note 2** If the patent/standard patent application is in the name of co-proprietors/co-applicants, please provide the name of one co-proprietor/co-applicant.

Name of proprietor/applicant in the register or in the application *(Note 2)*

For maintaining application for standard patent only

Statements in support

As at the specified date:

\_\_\_\_\_  
*(DD-MM-YYYY)*

*(Enter a date on which the following statements are valid. The date entered should not be earlier than one month before the date of making the application.)*

(a) the designated patent application **has not been withdrawn**  
or **abandoned** in the designated patent office and

*Please mark the appropriate box(es)*

(b) the designated patent application **has not been finally**  
**refused** in the designated patent office and

(c) the designated patent **has not been granted**

or

the designated patent **has been granted**. The patent was   
granted on a date within 6 months before the date of the  
maintenance application

Date of grant of the designated patent

\_\_\_\_\_  
(DD-MM-YYYY)

**Payment of fee** The renewal fee/maintenance fee must be paid *before* the expiry date of the patent/patent application (but not earlier than three months before the expiry date). An additional late renewal/maintenance fee will be payable if renewal/maintenance is requested within six months after the expiry date.

Notice that payment of the renewal fee/maintenance fee is overdue will be sent to the address for service recorded in the register. If you wish the notice to be sent to an address in Hong Kong, China other than the address for service, please give the details of the address below:

Name

Customer ID (if any)

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

Country/Territory/Area

HK	HONG KONG
----	-----------

Telephone no.

Fax no.

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



## Patents Form P11

### Request for certified copies or extracts

### Request for information

### Request for certificate signed by the Registrar of Patents

Patents Ordinance (Cap.514)

Patents (General) Rules (Cap.514C)

#### 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. If you request a certified copy of or a certified extract from a document, specification of a patent or published standard patent application, you need not pay the prescribed fee at the time of filing of the form. You will be notified of the exact amount to be paid in due course. However, request for certified copy of an entry in the register or the certified extract from the register needs to be accompanied by the prescribed fee.
- e. Attention is drawn to section 51(13), Patents Ordinance, Cap. 514, "certified copy" and "certified extract" mean a copy and extract certified by the Registrar of Patents and sealed with the seal of the Registrar of Patents. The Patents Ordinance can be viewed at [www.ipd.gov.hk](http://www.ipd.gov.hk).
- f. Please enquire through the following means:
  - E-mail: [enquiry@ipd.gov.hk](mailto:enquiry@ipd.gov.hk)
  - Internet homepage address: [www.ipd.gov.hk](http://www.ipd.gov.hk)

##### 2. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.**
- c. The Patents 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 Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents 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](http://www.ipd.gov.hk/eng/home.htm).

##### 3. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). **They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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 Patents, 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](http://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.



**Please mark the appropriate box**

- Request for certified copies or extracts
- Request for information
- Request for certificate signed by the Registrar of Patents (*section 51(10), Patents Ordinance, which can be viewed at [www.ipd.gov.hk](http://www.ipd.gov.hk)*)

Application no.	Patent no. (if any)	Details of the document/information requested	For Official Use	
			No. of pages	Total No. of pages
				Fee payable
				HK\$
				Prepared by
			Remarks	
				Copies ready on
				Collected by/on

**Details of the person(s) making the request**

Name

Address

**Signature**

**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)

\_\_\_\_\_  
Reference no. (if any)

\_\_\_\_\_  
Telephone no.

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



## Patents Form P12

### Application to restore a withdrawn standard patent application due to non-payment of maintenance fee

### Application to restore a lapsed standard patent

### Application to restore a lapsed short-term patent

Patents Ordinance (Cap. 514)

Patents (General) Rules (Cap. 514C)

#### 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](mailto:enquiry@ipd.gov.hk)
  - Internet homepage address: [www.ipd.gov.hk](http://www.ipd.gov.hk)

##### 2. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.**
- c. The Patents 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 Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents 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](http://www.ipd.gov.hk/eng/home.htm).

##### 3. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). **They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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 Patents, 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](http://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.

<b>01 Your reference</b>	
--------------------------	--

<b>Note 1</b> This form is for one patent application or patent.
--

<b>02 Application no./Patent no. (Note 1)</b>	<p><i>Please mark the appropriate box and specify the no. in the space below</i></p> <p><input type="checkbox"/> Application no.      <input type="checkbox"/> Patent no.</p> <p>_____</p>
---	--

<b>03 The application is filed for:</b>	<p><input type="checkbox"/> restoration of an application for standard patent</p> <p><input type="checkbox"/> restoration of a lapsed standard patent</p> <p><input type="checkbox"/> restoration of a lapsed short-term patent</p> <p><i>Please mark the appropriate box</i></p>
---	---

<b>04 Full name of the applicant(s) or proprietor(s)</b>	
Name	
Name in Chinese <i>(if applicable)</i>	

<b>05 Details of the person(s) other than the applicant or proprietor applying for the restoration</b>	
Name	
Name in Chinese <i>(if applicable)</i>	
Address	

<p><b>06 How long has</b></p> <p>(a) the standard patent application been deemed withdrawn due to non-payment of maintenance fee <i>(applicable to restoration of an application for standard patent)</i></p> <p>(b) the patent ceased to have effect due to non-payment of renewal fee <i>(applicable to restoration of a lapsed patent)</i></p>	<p>(a) Period _____</p> <p>(b) Period _____</p>
---	---

<p><b>07 Application was deemed withdrawn on/Patent ceased to have effect on</b> <i>(DD-MM-YYYY)</i></p>	
--	--

<p><b>08 Reasons for non-payment of maintenance/renewal fee</b></p>	
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<p><b>09 Statements in support of the restoration of the standard patent application</b> <i>(leave blank if you are applying for restoration of a lapsed patent)</i></p> <p>As at the date of the restoration application,</p> <p>(a) the designated patent application is still valid and not withdrawn</p> <p>(b) a patent has not been granted in pursuance of that designated patent application</p> <p><b>or</b></p> <p>a designated patent has been granted, the prescribed time for filing a request for registration and grant under section 23, Patents Ordinance has not expired. The Patents Ordinance can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>.</p> <p>Date of grant of the designated patent</p>	<p><i>Please mark the appropriate box(es)</i></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p>_____</p> <p><i>(DD-MM-YYYY)</i></p>
--	---

<b>10 Statements in support of the restoration of a lapsed patent</b> <i>(leave blank if you are applying for restoration of an application for standard patent)</i>	
---	--

<b>11 Specify the evidence or supporting documents filed with this form (if any)</b>	
--	--

**Note 2** An address for service in Hong Kong, China must be supplied. If you are a newly appointed agent, you have to notify the Registrar of Patents of the address in Hong Kong, China where you reside or carry on your business activities by filing Form P18 or in writing.

<b>12 Address for service in Hong Kong, China (Note 2)</b>  Name  Address    Telephone no.  Facsimile no.  E-mail address	
---	--

<b>13 Signature</b>  <p style="text-align: center;"><b>I/We confirm that I/we have read and understood the “Important notes” on page 1.</b></p>	
_____ Signature	_____ Name and Official Capacity of Signatory
	_____ Date (DD-MM-YYYY)

<b>14 State the number of additional sheet(s) attached to this form</b>  <div style="border: 1px solid black; width: 100px; height: 30px; margin: 10px auto;"></div>	
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Application to restore a withdrawn standard patent application  
due to non-payment of maintenance fee



香港特別行政區政府  
知識產權署  
Intellectual Property Department  
The Government of the Hong Kong  
Special Administrative Region

Application to restore a lapsed standard patent  
Application to restore a lapsed short-term patent

Patents Ordinance (Cap. 514)

Patents (General) Rules (Cap. 514C)

Patents Form P12

Important notes

1. General notes:

- a. This form
  - is for electronic filing only.
  - must be digitally signed.
- b. Please complete this form in English unless otherwise stated.
- c. You must complete Parts 02 to 04, 06 to 08 and 12.
- d. For enquiry, please e-mail us: [enquiry@ipd.gov.hk](mailto:enquiry@ipd.gov.hk)

2. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.
- c. The Patents 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 Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents 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](http://www.ipd.gov.hk/eng/home.htm).

3. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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.

01 Your reference	
-------------------	--

**Note 1** This form is for one patent application or patent.

02 Application no./Patent no. <i>(Note 1)</i>	Please mark the appropriate box <input type="checkbox"/> Application no. <input type="checkbox"/> Patent no.
---	---

03 The application is filed for:	<input type="checkbox"/> restoration of an application for standard patent <input type="checkbox"/> restoration of a lapsed standard patent <input type="checkbox"/> restoration of a lapsed short-term patent  Please mark the appropriate box
----------------------------------	---

04 Full name of the applicant(s) or proprietor(s)	
Name	Customer ID <i>(if any)</i>
Name in Chinese <i>(if applicable)</i>	

Add
Remove

05 Details of the person(s) other than the applicant or proprietor applying for the restoration	
Name	Customer ID <i>(if any)</i>
Name in Chinese <i>(if applicable)</i>	
Address	
Country/Territory/Area	

Add
Remove



<p><b>06 How long has</b></p> <p>(a) the standard patent application been deemed withdrawn due to non-payment of maintenance fee <i>(applicable to restoration of an application for standard patent)</i></p> <p>(b) the patent ceased to have effect due to non-payment of renewal fee <i>(applicable to restoration of a lapsed patent)</i></p>	<p>(a) Period _____</p> <p>(b) Period _____</p>
<p><b>07 Application was deemed withdrawn on/Patent ceased to have effect on</b> <i>(DD-MM-YYYY)</i></p>	
<p><b>08 Reasons for non-payment of maintenance/renewal fee</b></p>	
<p><b>09 Statements in support of the restoration of the standard patent application</b> <i>(leave blank if you are applying for restoration of a lapsed patent)</i></p> <p>As at the date of the restoration application,</p> <p>(a) the designated patent application is still valid and not withdrawn</p> <p>(b) a patent has not been granted in pursuance of that designated patent application</p> <p><b>or</b></p> <p>a designated patent has been granted, the prescribed time for filing a request for registration and grant under section 23, Patents Ordinance has not expired. The Patents Ordinance can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>.</p> <p>Date of grant of the designated patent</p>	<p><i>Please mark the appropriate box(es)</i></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p>_____ <i>(DD-MM-YYYY)</i></p>
<p><b>10 Statements in support of the restoration of a lapsed patent</b> <i>(leave blank if you are applying for restoration of an application for standard patent)</i></p>	

11 Specify the evidence or supporting documents filed with this form ( <i>if any</i> )	
--	--

**Note 2** An address for service in Hong Kong, China must be supplied. If you are a newly appointed agent, you have to notify the Registrar of Patents of the address in Hong Kong, China where you reside or carry on your business activities by filing Form P18 or in writing.

12 Address for service in Hong Kong, China ( <i>Note 2</i> )			
Name			
Address			
Telephone no.			
E-mail address			
Customer ID			
	<table border="1" style="width: 100%;"> <tr> <td style="width: 30%;">HK</td> <td>HONG KONG</td> </tr> </table>	HK	HONG KONG
HK	HONG KONG		

13 Attachment ( <i>if any</i> ) Attachment file name and file path, e.g. C:\patents\attachment.pdf	
--	--

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



## Patents Form P13

# Notice requesting reinstatement of a patent application

## Application for restoration of rights

Patents Ordinance (Cap. 514)

Patents (General) Rules (Cap. 514C)

### 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](mailto:enquiry@ipd.gov.hk)
  - Internet homepage address: [www.ipd.gov.hk](http://www.ipd.gov.hk)

#### 2. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.**
- c. The Patents 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 Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents 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](http://www.ipd.gov.hk/eng/home.htm).

#### 3. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). **They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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 Patents, 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](http://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.

<b>01 Your reference</b>	
--------------------------	--

**Note 1** This form is for one patent application.

<b>02 Application no. (Note 1)</b>	
------------------------------------	--

<b>03 This form is for:</b>	<input type="checkbox"/> reinstatement of a standard patent application ( <i>section 28, Patents Ordinance</i> ) <input type="checkbox"/> reinstatement of a short-term patent application ( <i>sections 28 and 123, Patents Ordinance</i> ) <input type="checkbox"/> restoration of a standard patent application ( <i>section 29, Patents Ordinance</i> ) <input type="checkbox"/> restoration of a short-term patent application ( <i>sections 29 and 123, Patents Ordinance</i> )  <i>Please mark the appropriate box</i> <i>(Patents Ordinance can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>)</i>
-----------------------------	--

<b>04 Full name of the applicant(s)</b>	
Name	
Name in Chinese ( <i>if applicable</i> )	

<b>05 Reasons for non-compliance with the time limit</b> ( <i>applicable to application for restoration of rights</i> )	
--	--

**Note 2** An address for service in Hong Kong, China must be supplied. If you are a newly appointed agent, you have to notify the Registrar of Patents of the address in Hong Kong, China where you reside or carry on your business activities by filing Form P18 or in writing.

<b>06 Address for service in Hong Kong, China (Note 2)</b>	
Name	
Address	
Telephone no.	
Facsimile no.	
E-mail address	

**07 Signature**

**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)

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



# Notice requesting reinstatement of a patent application

## Application for restoration of rights

Patents Ordinance (Cap. 514)

Patents (General) Rules (Cap. 514C)

### Patents Form P13

#### Important notes

##### 1. General notes:

- a. This form
  - is for electronic filing only.
  - must be digitally signed.
- b. Please complete this form in English unless otherwise stated.
- c. You must complete Parts 02 to 04 and 06.
- d. For enquiry, please e-mail us: [enquiry@ipd.gov.hk](mailto:enquiry@ipd.gov.hk)

##### 2. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.**
- c. The Patents 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 Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents 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](http://www.ipd.gov.hk/eng/home.htm).

##### 3. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). **They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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.

01 Your reference	
-------------------	--

**Note 1** This form is for one patent application.

02 Application no. <i>(Note 1)</i>	.
03 This form is for:	<input type="checkbox"/> reinstatement of a standard patent application <i>(section 28, Patents Ordinance)</i> <input type="checkbox"/> reinstatement of a short-term patent application <i>(sections 28 and 123, Patents Ordinance)</i> <input type="checkbox"/> restoration of rights of a standard patent application <i>(section 29, Patents Ordinance)</i> <input type="checkbox"/> restoration of rights of a short-term patent application <i>(sections 29 and 123, Patents Ordinance)</i>  <i>Please mark the appropriate box</i>  <i>(Patents Ordinance can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>)</i>

04 Full name of the applicant(s)	
Name	Customer ID <i>(if any)</i>
Name in Chinese <i>(if applicable)</i>	

**Add** **Remove**

05 Reasons for non-compliance with the time limit <i>(applicable to application for restoration of rights)</i>	
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**Note 2** An address for service in Hong Kong, China must be supplied. If you are a newly appointed agent, you have to notify the Registrar of Patents of the address in Hong Kong, China where you reside or carry on your business activities by filing Form P18 or in writing.

<b>06 Address for service in Hong Kong, China (Note 2)</b>  Name Address  Telephone no. E-mail address Customer ID		
	HK	HONG KONG

<b>07 Attachment (if any)</b> Attachment file name and file path, e.g. C:\patents\attachment.pdf	
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I/We confirm that I/we have read and understood the "Important notes" on page 1.
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## Patents Form P14

### Mention of inventor in the register

Patents Ordinance (Cap. 514)

Patents (General) Rules (Cap. 514C)

#### 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](mailto:enquiry@ipd.gov.hk)
  - Internet homepage address: [www.ipd.gov.hk](http://www.ipd.gov.hk)

##### 2. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.**
- c. The Patents 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 Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents 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](http://www.ipd.gov.hk/eng/home.htm).

##### 3. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). **They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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 Patents, 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](http://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.

<b>01 Your reference</b>	
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<b>Note 1</b> This form is for one patent.
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<b>02 Patent no. (Note 1)</b>	
-------------------------------	--

<b>03 Full name of the proprietor(s)</b>
Name
Name in Chinese <i>(if applicable)</i>

<b>04 Details of the person(s) filing the application under section 45(1), Patents Ordinance / request under section 45(2), Patents Ordinance.</b> The Patents Ordinance can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a> . <i>(leave blank if filed by the proprietor)</i>
Name
Name in Chinese <i>(if applicable)</i>
Address

<b>Note 2</b> In accordance with section 45(1), Patents Ordinance and section 38(1), Patents (General) Rules, which can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a> , the application for mention of inventor must be filed by a person claiming to be the inventor or a joint inventor of the invention, the names given in Part 04 and Part 05(a) should be the same.
---

<b>05 Name and address of the inventor(s) to be mentioned or ought not to have been so mentioned in the register</b>
(a) <b>Mention of inventor(s)</b> <i>(section 45(1), Patents Ordinance and sections 38(1), 38(2), Patents (General) Rules, which can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>) (Note 2)</i>
Name <i>(If the name of inventor is not in Roman letters or in Chinese, please include a transliteration in Roman letters.)</i>
Name in Chinese <i>(if applicable)</i>
Address

<p>(b) <b>Inventor(s) ought not to have been so mentioned</b>  <i>(section 45(2), Patents Ordinance and section 38(2), Patents (General) Rules, which can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>)</i></p>
Name
Name in Chinese <i>(if applicable)</i>
Address

<p><b>06 Indicate the document(s) filed with this form</b></p> <p>(a) <b>Statement</b> setting out fully the facts relied on  <i>(section 38(2), Patents (General) Rules, which can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>)</i></p> <p>(b) Others <i>(please specify)</i></p>	<p><i>Please mark the appropriate box</i></p> <p style="text-align: center;"><input type="checkbox"/></p> <p style="text-align: center;"><input type="checkbox"/></p>
--	---

**Note 3** An address for service in Hong Kong, China must be supplied. If you are a newly appointed agent, you have to notify the Registrar of Patents of the address in Hong Kong, China where you reside or carry on your business activities by filing Form P18 or in writing.

<p><b>07 Address for service in Hong Kong, China (Note 3)</b></p> <p>Name</p> <p>Address</p> <p> </p> <p>Telephone no.</p> <p>Facsimile no.</p> <p>E-mail address</p>	<p> </p> <p> </p> <p> </p> <p> </p> <p> </p> <p> </p>
---	---

**08 Signature**

**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)

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



## Patents Form P15

# Filing of notice of revocation of a standard patent Application for revocation of a standard patent On reference to the Registrar of Patents to revoke a patent

Patents Ordinance (Cap. 514)

Patents (General) Rules (Cap. 514C)

### 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](mailto:enquiry@ipd.gov.hk)
  - Internet homepage address: [www.ipd.gov.hk](http://www.ipd.gov.hk)

#### 2. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.**
- c. The Patents 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 Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents 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](http://www.ipd.gov.hk/eng/home.htm).

#### 3. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). **They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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 Patents, 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](http://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.

<b>01 Your reference</b>	
--------------------------	--

**Note 1** This form is for one patent.

<b>02 Patent no. (Note 1)</b>	
-------------------------------	--

<b>03 Full name of the proprietor(s)</b>
Name
Name in Chinese ( <i>if applicable</i> )

**Note 2** Please refer to section 36, Patents (General) Rules for details of the relevant opposition or revocation proceedings in the designated patent office for the purpose of section 44, Patents Ordinance. The Patents Ordinance and Patents (General) Rules can be viewed at [www.ipd.gov.hk](http://www.ipd.gov.hk).

<b>04 This form is filed for:</b> ( <i>Note 2</i> )	<input type="checkbox"/> giving notice of revocation under section 44(2), Patents Ordinance
	<input type="checkbox"/> applying for revocation under section 44(4), Patents Ordinance
	<input type="checkbox"/> making reference under section 49(1), Patents Ordinance
	<i>Please mark the appropriate box</i>
	<i>(Patents Ordinance can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>)</i>

<b>05 Enter the date of publication of the revocation by the designated patent office</b> <i>(leave blank for reference made under section 49(1), Patents Ordinance which can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>)</i>  <i>(DD-MM-YYYY)</i>	
--	--

<b>06 Full name and address of the person(s) other than the proprietor filing this form</b>
Name
Name in Chinese ( <i>if applicable</i> )
Address

<p><b>07 Indicate the document(s) filed with this form</b></p> <p><i>(see section 44, Patents Ordinance, sections 37, 41, Patents (General) Rules as appropriate)</i></p> <p>(a) verified copy of the order of revocation</p> <p>(b) evidence of the statement as to revocation of the corresponding designated patent in the designated patent office</p> <p>(c) other documents evidencing the revocation</p> <p>(d) a statement setting out the basis on which the reference under section 49(1), Patents Ordinance is made</p> <p>(e) prescribed translation of the submitted document(s) or evidence required by section 104(4), Patents Ordinance and section 56, Patents (General) Rules</p> <p><i>(Patents Ordinance and Patents (General) Rules can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>)</i></p>	<p><i>Please mark the appropriate box</i></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/> <i>Please specify:</i> _____</p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>
---	--

**Note 3** An address for service in Hong Kong, China must be supplied. If you are a newly appointed agent, you have to notify the Registrar of Patents of the address in Hong Kong, China where you reside or carry on your business activities by filing Form P18 or in writing.

<b>08 Address for service in Hong Kong, China (Note 3)</b>  Name  Address   Telephone no.  Facsimile no.  E-mail address	

**09 Signature**

**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)

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





## Patents Form P16

### Notice of offer to surrender a patent

Patents Ordinance (Cap. 514)  
Patents (General) Rules (Cap. 514C)

#### 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](mailto:enquiry@ipd.gov.hk)
  - Internet homepage address: [www.ipd.gov.hk](http://www.ipd.gov.hk)

##### 2. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.**
- c. The Patents 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 Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents 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](http://www.ipd.gov.hk/eng/home.htm).

##### 3. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). **They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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 as 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 to the Registrar of Patents, 24/F, Wu Chung House, No. 213 Queen's Road East, Wanchai, Hong Kong, China.

<b>01 Your reference</b>	
--------------------------	--

**Note 1** This form is for one patent.

<b>02 Patent no. (Note 1)</b>	
-------------------------------	--

<b>03 Full name of the proprietor(s)</b>	
Name	
Name in Chinese <i>(if applicable)</i>	

**Note 2** An address for service in Hong Kong, China must be supplied. If you are a newly appointed agent, you have to notify the Registrar of Patents of the address in Hong Kong, China where you reside or carry on your business activities by filing Form P18 or in writing.

<b>04 Address for service in Hong Kong, China (Note 2)</b>	
Name	
Address	
Telephone no.	
Facsimile no.	
E-mail address	

<b>05 Signature</b>		
<b>I/We confirm that I/we have read and understood the "Important notes" on page 1.</b>		
Signature	Name and Official Capacity of Signatory	Date (DD-MM-YYYY)

<b>06 State the number of additional sheet(s) attached to this form</b>
<input style="width: 80px; height: 20px;" type="text"/>



香港特別行政區政府  
知識產權署  
Intellectual Property Department  
The Government of the Hong Kong  
Special Administrative Region

## Notice of offer to surrender a patent

Patents Ordinance (Cap. 514)

Patents (General) Rules (Cap. 514C)

### Patents Form P16

#### Important notes

##### 1. General notes:

- a. This form
  - is for electronic filing only.
  - must be digitally signed.
- b. Please complete this form in English unless otherwise stated.
- c. You must complete Parts 02 to 04.
- d. For enquiry, please e-mail us: [enquiry@ipd.gov.hk](mailto:enquiry@ipd.gov.hk)

##### 2. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.
- c. The Patents 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 Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents 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](http://www.ipd.gov.hk/eng/home.htm).

##### 3. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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.

01 Your reference	
-------------------	--

**Note 1** This form is for one patent.

02 Patent no. <i>(Note 1)</i>	HK
-------------------------------	----

03 Full name of the proprietor(s)	
Name	Customer ID <i>(if any)</i>
Name in Chinese <i>(if applicable)</i>	

**Add**      **Remove**

**Note 2** An address for service in Hong Kong, China must be supplied. If you are a newly appointed agent, you have to notify the Registrar of Patents of the address in Hong Kong, China where you reside or carry on your business activities by filing Form P18 or in writing.

04 Address for service in Hong Kong, China <i>(Note 2)</i>		
	Name	
	Address	
	HK	HONG KONG
	Telephone no.	
	E-mail address	
Customer ID		

05 Attachment <i>(if any)</i>	
Attachment file name and file path (e.g. C:\patents\attachment.pdf)	

**Add**      **Remove**

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



## Patents Form P17

# Request for the furnishing of a sample of a deposited micro-organism and notice of confirmation by the Registrar of Patents

Patents Ordinance (Cap. 514)  
Patents (General) Rules (Cap. 514C)

### 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](mailto:enquiry@ipd.gov.hk)
  - Internet homepage address: [www.ipd.gov.hk](http://www.ipd.gov.hk)

#### 2. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.**
- c. The Patents 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 Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents 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](http://www.ipd.gov.hk/eng/home.htm).

#### 3. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). **They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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 to the Registrar of Patents, 24/F, Wu Chung House, No. 213 Queen's Road East, Wanchai, Hong Kong, China.

<b>01 Your reference</b>	
<b>Note 1</b> This form is for one patent application or patent.	
<b>02 Application no./Patent no.</b> (Note 1)	<p>Please mark the appropriate box and specify the no. in the space below</p> <p><input type="checkbox"/> Application no.      <input type="checkbox"/> Patent no.</p> <p>_____</p>
<b>03 Full name of the applicant(s) or proprietor(s)</b>	
Name	
Name in Chinese (if applicable)	
<b>04 Details of the person(s) making the request</b>	
Name	
Name in Chinese (if applicable)	
Address	
<p><b>05</b> If the request is made prior to the grant of the short-term patent, is/are the person(s) making the request entitled to receive information and inspect documents by virtue of section 147(5), Patents Ordinance? The Patents Ordinance can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>.</p> <p>If you have marked "Yes", please provide evidence to support your claim to receive information and inspect document.</p>	<p>Please mark the appropriate box</p> <p><input type="checkbox"/> Yes      <input type="checkbox"/> No</p>
<b>06 Name and address of the depository institution where the micro-organism is deposited</b>	
<b>07 Accession no. of the deposit</b>	

**08 Signature**

**Undertaking for the benefit of the applicant for or proprietor of the patent referred to under Part 02**

**(1) I/We undertake for the benefit of the applicant or proprietor:**

- not to make the furnished sample of the culture of the micro-organism identified under Part 07 or any culture derived therefrom available to any third party before the patent application identified under Part 02 has been withdrawn, is deemed to have been withdrawn or has been refused or so long as the short-term patent is in force and during the further period of 6 months referred to in section 126(5), Patents Ordinance;
- to use the said sample or a culture derived therefrom for experimental purposes only, until such time as the patent application identified under Part 02 is withdrawn, is deemed to have been withdrawn or has been refused or until the date of publication in the Hong Kong Intellectual Property Journal of a notice advertising that the short-term patent has been granted.

*(Patents Ordinance can be viewed at [www.ipd.gov.hk](http://www.ipd.gov.hk))*

**(2) 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)

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

For Official Use

**01 Notice of confirmation by the Registrar of Patents**

I hereby confirm that the short-term patent application or the short-term patent as specified under Part 02 above referring to the deposit of the micro-organism identified under Part 07 above

(a) has been filed with the Intellectual Property Department on

\_\_\_\_\_  
(DD-MM-YYYY)

(b) has been granted by the Intellectual Property Department on

\_\_\_\_\_  
(DD-MM-YYYY)

and its subject matter involves the said micro-organism or the use thereof

(c) the person(s) making the request has a right to a sample under section 128, Patents Ordinance and section 73, Patents (General) Rules in conjunction with section 147(5), Patents Ordinance

(d) the person(s) making the request has a right to a sample under section 128, Patents Ordinance and section 73, Patents (General) Rules

*(Patents Ordinance and Patents (General) Rules can be viewed at [www.ipd.gov.hk](http://www.ipd.gov.hk))*

**02**

\_\_\_\_\_  
p. Registrar of Patents  
Patents Registry  
Intellectual Property Department,  
HKSAR

\_\_\_\_\_  
(DD-MM-YYYY)





## Patents Form P18

### 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

Patents Ordinance (Cap. 514)

Patents (General) Rules (Cap. 514C)

#### 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](mailto:enquiry@ipd.gov.hk)
  - Internet homepage address: [www.ipd.gov.hk](http://www.ipd.gov.hk)

##### 2. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.**
- c. The Patents 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 Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents 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](http://www.ipd.gov.hk/eng/home.htm).

##### 3. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). **They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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 to the Registrar of Patents, 24/F, Wu Chung House, No. 213 Queen's Road East, Wanchai, Hong Kong, China.

<b>01 Your reference</b>	
--------------------------	--

<b>Note 1</b> This form may be used for more than one application or patent if the alteration or correction is the same.
--

<b>02 Application no(s)/Patent no(s). (Note 1)</b>	<p><i>Please mark the appropriate box and specify the no. in the space below</i></p> <p><input type="checkbox"/> Application no.                      <input type="checkbox"/> Patent no.</p> <p>_____</p> <p>_____</p>
--	---

<b>03 Details of the person(s) making the request</b>
Name
Name in Chinese <i>(if applicable)</i>
Address

<b>04 This form is filed for:</b>	<p><input type="checkbox"/> alteration of name <i>(please complete Parts 05-08)</i></p> <p><input type="checkbox"/> alteration of address <i>(please complete Parts 05-08)</i></p> <p><input type="checkbox"/> correction of address <i>(please complete Parts 05-08)</i></p> <p><input type="checkbox"/> alteration of address for service and/or agent's address <i>(please complete Part 07 and/or 08)</i></p> <p><input type="checkbox"/> correction of address for service and/or agent's address <i>(please complete Part 07 and/or 08)</i></p> <p><i>Please mark the appropriate box(es)</i></p>
-----------------------------------	---

**Note 2** If there has been a change in the actual ownership of the patent application or patent, please use Form P19 instead.

<b>05 Name/address to be altered or corrected (Note 2)</b>  Name  Name in Chinese (if applicable)  Address	

<b>06 New name New or corrected address</b> <i>(If the new name is not in Roman letters or in Chinese, please include a transliteration in Roman letters.)</i>  Name  Name in Chinese (if applicable)  Address	<input type="checkbox"/> <b>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.</b>

**Note 3** 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.

<b>07 Address for service in Hong Kong, China (Note 3)</b>  <b>Important note</b> <b>The address for service you provide here shall be treated as being in substitution for any address for service previously filed for all applications/patents listed in Part 02.</b>	
Name	
Address	
Telephone no.	
Facsimile no.	
E-mail address	

**Note 4** 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.

<b>08 Agent's address (Note 4)</b>	
------------------------------------	--

**09 Signature**

**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)

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



# Request for alteration of applicant' s/proprietor' s name, address, address for service or agent' s address

Patents Ordinance (Cap. 514)

Patents (General) Rules (Cap. 514C)

## Patents INTERACTIVE Form P18

### Important notes

#### 1. General notes:

Please note that this interactive form is for alteration of name, address, address for service or agent' s address of an applicant/proprietor. For alteration of name, address, address for service or agent' s address of persons other than the applicant/proprietor, please file Patents Form P18 electronically.

If there has been a change in the ownership of the patent application or patent prior to the alteration of name/address, please file Patents Form P19 electronically and check at [www.ipd.gov.hk](http://www.ipd.gov.hk) that the change in ownership has been recorded *before* filing this form.

#### 2. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.**
- c. The Patents 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 Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents 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](http://www.ipd.gov.hk/eng/home.htm).

#### 3. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). **They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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.

Your reference

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

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

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

Add

Remove

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

Add

Remove

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

Name of applicant/proprietor in the application or in the register *(Note 2)*

*Please mark the appropriate box(es)*

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

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

<input type="checkbox"/>	Alteration of address of the applicant/proprietor to:	Alteration of address of the applicant/proprietor in Chinese to <i>(if applicable):</i>
	Address <i>(Please provide the new address in no more than five lines.)</i>	Address <i>(Please provide the new address in no more than five lines.)</i>
	<input type="text"/>	<input type="text"/>

Country/Territory/Area

Country/Territory/Area

**Note 3** If you are the applicant's/proprietor'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.)

--

Country/Territory/Area

HK	HONG KONG
----	-----------

**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/proprietor of all applications/patents listed under Application no(s). and Patent no(s). on page 1.

Name

--

Customer ID

--

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

--

Country/Territory/Area

HK	HONG KONG
----	-----------

Telephone no.

--

Fax no.

--

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 nos. here:*

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

*Please attach the list of Patent nos. here:*

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

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





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

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

Patents Ordinance (Cap. 514)

Patents (General) Rules (Cap. 514C)

## Patents Form P18

### Important notes

#### 1. General notes:

- a. 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/proprietor. For alteration of name, address, address for service or agent' s address of an applicant or proprietor, please file Patents INTERACTIVE Form P18.
- b. This form
  - is for electronic filing.
  - must be digitally signed.
- c. Please complete this form in English unless otherwise stated.
- d. You must complete Parts 02 to 04 and 07.
- e. For enquiry, please e-mail us: [enquiry@ipd.gov.hk](mailto:enquiry@ipd.gov.hk)

#### 2. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.**
- c. The Patents 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 Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents 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](http://www.ipd.gov.hk/eng/home.htm).

#### 3. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). **They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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.

01 Your reference	
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**Note 1** This form can be used for more than one application and/or patent, if the alteration or correction is the same.

02 Application no (s)/Patent no (s). <i>(Note 1)</i>	<i>Please mark the appropriate box.</i> <input type="checkbox"/> Application No. <input type="checkbox"/> Patent No.
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03 Details of the person (s) making the request	
Name	Customer ID <i>(if any)</i>
Name in Chinese <i>(if applicable)</i>	
Address	
Country/Territory/Area	

  

04 This form is filed for:	<input type="checkbox"/> alteration of name (other than applicant/proprietor) <i>(please complete Parts 05-08)</i>  <input type="checkbox"/> alteration of address (other than applicant/proprietor) <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 (other than applicant/proprietor) <i>(please complete Part (s) 07 and/or 08)</i>  <input type="checkbox"/> correction of address for service and/or agent's address <i>(please complete Part (s) 07 and/or 08)</i>  <i>Please mark the appropriate box(es).</i>
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<b>05 Name to be altered</b> <b>Address to be altered or corrected</b>  Name Name in Chinese <i>(if applicable)</i> Address Country/Territory/Area Customer ID <i>(if any)</i>	
<b>06 New name</b> <b>New or corrected address</b> <i>(If the new name is not in Roman letters or Chinese characters, please include a transliteration in Roman letters.)</i>  Name Name in Chinese <i>(if applicable)</i> Address Country/Territory/Area Customer ID <i>(if any)</i>	<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>

**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.

<b>07 Address for service in Hong Kong, China (Note 2)</b>  <b>Important note</b> The address for service you provide here shall be treated as being in substitution for any address for service previously filed for all applications/patents listed in Part 02.			
Name			
Address			
	<table border="1"> <tr> <td>HK</td> <td>HONG KONG</td> </tr> </table>	HK	HONG KONG
HK	HONG KONG		
Telephone no.			
Fax no.			
Customer ID			

**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 <i>(Note 3)</i>	
-------------------------------------	--

09 Attachment <i>(if any)</i> Attachment file name and file path (e.g. C:\patents\attachment.pdf)	
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I/We confirm that I/we have read and understood the “Important notes” on page 1.



## Patents Form P19

# Application for registration or notice to the Registrar of rights acquired in or under a patent or a patent application

Patents Ordinance (Cap. 514)

Patents (General) Rules (Cap. 514C)

### 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](mailto:enquiry@ipd.gov.hk)
  - Internet homepage address: [www.ipd.gov.hk](http://www.ipd.gov.hk)

#### 2. Use of Personal data:

- a. The provision of your personal data is voluntary. However, the Patents Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Patents 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](http://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 section 147 of the Patents Ordinance, Cap. 514. Such information may be accessed through the Internet.**
- c. The Patents 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 Patents Ordinance, Cap. 514, any person has the right to request access to and correct his/her personal data held in the patent records maintained by the Patents 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](http://www.ipd.gov.hk/eng/home.htm).

#### 3. Use of Other Information:

- a. The Patents 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](http://www.ipd.gov.hk/eng/home.htm). **They may be made available for public inspection, in full or in part, pursuant to section 147 of the Patents Ordinance, Cap. 514. 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 Patents, 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](http://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.

<b>01 Your reference</b>	
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**Note 1** This form may be used for more than one patent application or patent for the same transaction, instrument or event.

<b>02 Application no./Patent no. (Note 1)</b>	<i>Please mark the appropriate box and specify the no. in the space below</i>
	<input type="checkbox"/> Application no. <input type="checkbox"/> Patent no.
	_____
	_____

<b>03 Full name of applicant(s) or proprietor(s)</b>
Name
_____
Name in Chinese <i>(if applicable)</i>
_____

<b>04 Details of the person(s) other than the applicant or proprietor filing this form</b>
Name
_____
Name in Chinese <i>(if applicable)</i>
_____
Address
_____

**Note 2** According to section 52(3), Patents Ordinance, the relevant transactions, instruments and events include, but not limit to, assignment, mortgage and licence. The Patents Ordinance can be viewed at [www.ipd.gov.hk](http://www.ipd.gov.hk).

**05 Give full details of the transaction, instrument or event which affect the rights of a patent or patent application identified in Part 02 above**

<p>(a) Nature of the transaction, instrument or event (<b>Note 2</b>)</p>	
<p>(b) Date of transaction, instrument or event (DD-MM-YYYY)</p>	

**06 Details of all the parties acquiring the rights** (If the name of the person acquiring the rights is not in Roman letters or in Chinese, please include a transliteration in Roman letters.)

Name	
Name in Chinese (if applicable)	
Address	

**Note 3** An address for service in Hong Kong, China must be supplied.

<p><b>07 Address for service in Hong Kong, China</b> (<b>Note 3</b>)</p>	
<p>Name</p>	
<p>Address</p>	
<p>Telephone no.</p>	
<p>Facsimile no.</p>	
<p>E-mail address</p>	

**Note 4** If you are an agent, an address in Hong Kong, China where you reside or carry on your business activities must be supplied.

<b>08 Agent's address (Note 4)</b>	
------------------------------------	--

**09 If there is a change in ownership and the new patent applicant/proprietor has an address for service in Hong Kong, China different from Part 07 above, please provide his address for service and, if applicable, the agent's address in the space below:**

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**Note 5** Where this form is not signed by or on behalf of the assignor, the mortgagor or the grantor of the licence/security as the case may be, the application or notice shall be accompanied by documentary evidence establishing the transaction, instrument or event (section 46(2), Patents (General) Rules, which can be viewed at [www.ipd.gov.hk](http://www.ipd.gov.hk)).

<b>10 Signature</b>		
<b>I/We confirm that I/we have read and understood the "Important notes" on page 1.</b>		
_____ Signature	_____ Name and Official Capacity of Signatory (e.g. agent of the assignor) (Note 5)	_____ Date (DD-MM-YYYY)

<b>11 State the number of additional sheet(s) attached to this form</b>
<input data-bbox="236 1406 430 1478" type="text"/>





Application for registration or notice to the Registrar of  
rights acquired in or under  
a patent or a patent application

Patents Ordinance (Cap. 514)

Patents (General) Rules (Cap. 514C)

Patents Form P19

Important notes

1. General notes:

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  - is for electronic filing only.
  - must be digitally signed.
- b. Please complete this form in English unless otherwise stated.
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- d. For enquiry, please e-mail us: [enquiry@ipd.gov.hk](mailto:enquiry@ipd.gov.hk)

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01 Your reference	
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02 Application no./Patent no. <i>(Note 1)</i>	Please mark the appropriate box <input type="checkbox"/> Application no. <input type="checkbox"/> Patent no.
---	---

Add
Remove

03 Full name of the applicant(s) or proprietor(s)	
Name	Customer ID <i>(if any)</i>
Name in Chinese <i>(if applicable)</i>	

Add
Remove

04 Details of the person(s) other than the applicant or proprietor filing this form	
Name	Customer ID <i>(if any)</i>
Name in Chinese <i>(if applicable)</i>	
Address	
Country/Territory/Area	

Add
Remove

**Note 2** According to section 52(3), Patents Ordinance, the relevant transactions, instruments and events include, but not limit to, assignment, mortgage and licence. The Patents Ordinance can be viewed at [www.ipd.gov.hk](http://www.ipd.gov.hk).

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(b) Date of transaction, instrument or event <i>(DD-MM-YYYY)</i>	

06 Details of all the parties acquiring the rights <i>(If the name of the person acquiring the rights is not in Roman letters or in Chinese, please include a transliteration in Roman letters.)</i>	
Name	Customer ID <i>(if any)</i>
Name in Chinese <i>(if applicable)</i>	
Address	
Country/Territory/Area	

Add

Remove

**Note 3** An address for service in Hong Kong, China must be supplied.

07 Address for service in Hong Kong, China <i>(Note 3)</i>	Name	
	Address	
	HK	HONG KONG
	Telephone no.	
	E-mail address	
	Customer ID	

**Note 4** If you are an agent, an address in Hong Kong, China where you reside or carry on your business activities must be supplied.

08 Agent's address <i>(Note 4)</i>	
------------------------------------	--

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10 Official capacity of the signatory <i>(e.g. agent of the assignor)</i> <i>(Note 5)</i>	
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11 <b>Attachment</b> <i>(if any)</i> Attachment file name and file path, e.g. C:\patents\attachment.pdf	
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**Add**

**Remove**

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