



知識產權署

Intellectual Property Department

For official use

Trade Mark Form T5

**Request to change name, address,  
address for service and/or agent's details**

Trade Marks Ordinance (Cap. 559)

Trade Marks Rules (Cap. 559A)

**Important notes**

**1. General notes:**

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

**2. Use of personal data:**

Personal data collected by the Registrar of Trade Marks ("the Registrar") in the forms filed with the Registrar will be used for the purposes set out in the Personal Information Collection Statement at [https://www.ipd.gov.hk/eng/personal\\_information.htm](https://www.ipd.gov.hk/eng/personal_information.htm).

**3. Use of other information:**

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

**4. Submission of application/request/notice:**

- a. In person or by mail to the Registrar of Trade Marks, 24/F, Wu Chung House, No. 213 Queen's Road East, Wanchai, Hong Kong.
- b. This form can also be submitted electronically. For details, please visit [IPD's e-Filing System](#).

\* Denotes mandatory fields

**01. \* Application(s)/registration(s) affected by this change**

This form can be filed in respect of multiple applications and/or registrations relating to the change of the same details by the same applicant for registration, owner of registered mark, licensee or person having an interest in the mark.

**Trade Mark No(s).**


**02. \*Party applying for change**

**\*(a) Type of party applying for change**

Please mark one box only and provide the name of the party in Part 02(b).

- Applicant for registration(s)/Owner of registered mark(s)
- Licensee
- Person having an interest in the trade mark(s)

Please specify. Example: Grantee of security interest

**\*(b) Name at present on the register**

**03. \*Details of change(s)**

Please mark the appropriate box(es)

**(a)  Change of name of the party stated in Part 02**

By signing this form, it is confirmed that the party in Part 02 remains the same legal entity before and after the change of name. For change of ownership, please use Form T10.

Please also complete Part 04.

**New name**

If the new name is not in Roman letters or in Chinese, please provide a transliteration in Roman letters.

**(b)  Change of address of the party stated in Part 02**

Please also complete Part 04.

**New address**

Flat/Floor/Building
Street/District/City
Country/Territory/Area

**(c)  Change of address for service of the party stated in Part 02**

Please provide new details of an address for service in Part 04.

**(d)  Change of agent's details of the party stated in Part 02**Please also complete Part 04.**(i) New name**

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**(ii) New address**

You must provide details of an address in Hong Kong, where you reside or carry on your business activities. Please note that a P.O. Box or "care of" address is not acceptable.

Flat/Floor/Building
Street/District
<b>HONG KONG</b>

**(iii) Telephone no.**

In Hong Kong

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**(iv) Fax no.**

In Hong Kong

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**(v) Reference no.**

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**04. \*Address for service**

The address for service provided in this part shall be treated as being in substitution for the current address for service of the party indicated in Part 02(a) of all the trade marks listed in Part 01.

**\*(a) Name**

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**\*(b) Address**

You must provide details of an address for service in Hong Kong. Please note that a P.O. Box or "care of" address is not acceptable.

Flat/Floor/Building
Street/District
<b>HONG KONG</b>

**(c) Telephone no.**

In Hong Kong

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**(d) Fax no.**

In Hong Kong

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**(e) Reference no.**

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**05. \*Signature**

I/We confirm that I/we have read and understood the "Important notes" of this form.

**\*(a) Authorized signature**

**\*(b) Name of signatory**

**\*(c) Official capacity of signatory**

Examples:  
Authorized person, Director, Partner or  
Principal Officer of Applicant or  
Owner/Agent.

**\*(d) Date**

DD-MM-YYYY

**06. Attachment(s)**

Total number of attachment(s)