

## REGISTERED DESIGNS ORDINANCE (Chapter 522)

### NOTICE OF SPECIFICATION OF FORMS

Pursuant to section 84 of the Registered Designs Ordinance (Chapter 522) and section 2(2)(a) of the Registered Designs Rules, notice is hereby given that the forms specified below and attached to this notice shall, with effect from 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>
Application for registration of a design under sections 12, 13 of the Ordinance and sections 6, 16 of the Rules	<a href="#">D1</a> (paper form)	1, 2, 3, 4
	<a href="#">D1</a> (electronic form)	1, 2, 3, 4
For advertisement in the official journal of the registration of a design (per design)	<a href="#">D1</a> (paper form)	9
	<a href="#">D1</a> (electronic form)	9
Request to amend an application for registration of a design under section 21 of the Ordinance and section 19 of the Rules	<a href="#">D2</a> (paper form)	5
	<a href="#">D2</a> (electronic form)	5
Request to correct an error in the Register under section 67 of the Ordinance and section 51 of the Rules	<a href="#">D2</a> (paper form)	6
	<a href="#">D2</a> (electronic form)	6
Request to correct an error of translation or transcription or of any clerical error or mistake in filed documents under section 76 of the Ordinance and section 62 of the Rules	<a href="#">D2</a> (paper form)	7
	<a href="#">D2</a> (electronic form)	7
Notice requesting reinstatement of an application for registration of a design under section 20 of the Ordinance and section 18 of the Rules	<a href="#">D3</a> (paper form)	8
	<a href="#">D3</a> (electronic form)	8

<i>Description of Proceedings</i>	<i>Form no.</i>	<i>Fee no.</i>
Application for extension of time under section 73 of the Rules	<a href="#"><u>D4</u></a> (paper form)	27
	<a href="#"><u>D4</u></a> (electronic form)	27
Notice of register particulars of transactions affecting rights in applications under section 20 of the Rules	<a href="#"><u>D5</u></a> (paper form)	20
	<a href="#"><u>D5</u></a> (electronic form)	20
Application to register particulars of transactions affecting rights in registered designs under section 33 or 34 of the Rules	<a href="#"><u>D5</u></a> (paper form)	21
	<a href="#"><u>D5</u></a> (electronic form)	21
Application to cancel claim to be mortgagee or licensee under section 34 of the Ordinance and section 35 of the Rules	<a href="#"><u>D5</u></a> (paper form)	-
	<a href="#"><u>D5</u></a> (electronic form)	-
Application to the Registrar to revoke registration under section 44 of the Ordinance and section 37 of the Rules	<a href="#"><u>D6</u></a> (paper form)	22
Filing of order, declaration or certificate of the court for revocation of registration or rectification of the Register under sections 44, 45, 46, 66 of the Ordinance and section 48 of the Rules	<a href="#"><u>D7</u></a> (paper form)	-
Notice to surrender registration under section 30 of the Ordinance and section 32 of the Rules	<a href="#"><u>D8</u></a> (paper form)	-
	<a href="#"><u>D8</u></a> (electronic form)	-
Notice of opposition or counter-statement under section 38, 39, 51 or 62 of the Rules	<a href="#"><u>D9</u></a> (paper form)	23
Application for a certified copy of an entry in the Register or a certified extract from the Register under section 69 of the Ordinance and section 54 of the Rules	<a href="#"><u>D10</u></a> (paper form)	10

<i>Description of Proceedings</i>	<i>Form no.</i>	<i>Fee no.</i>
Application for a certified copy of a document kept by the Registry, not otherwise charged	<a href="#">D10</a> (paper form)	11
Application for a certificate for the purposes of section 65(2) of the Ordinance and section 54 of the Rules	<a href="#">D10</a> (paper form)	24
Application for a copy of an entry in the Register or an extract from the register under section 69 of the Ordinance and section 54 of the Rules	<a href="#">D10</a> (paper form)	12
Application for a copy of a document kept by the Registry, not otherwise charged	<a href="#">D10</a> (paper form)	13
Request for information or permission to inspect documents under section 70 of the Ordinance and section 55 of the Rules	<a href="#">D10</a> (paper form)	-
Application for inspection of the Register under section 68 of the Ordinance and section 52 of the Rules	<a href="#">D10</a> (paper form)	-
Application for renewal of the period of registration under sections 28, 92 of the Ordinance and sections 29, 75 of the Rules	<a href="#">D11</a> (paper form)	14, 15, 16, 17, 18, 19
	<a href="#">D11</a> (electronic form)	14, 15, 16, 17, 18, 19
Request for alteration of applicant's/registered owner's name, address, address for service or agent's address under sections 64, 65, 66, 67 of the Rules	<a href="#">D12</a> (paper form)	-
	<a href="#">D12</a> (interactive form)	-
Request for alteration of name, address, address for service or agent's address (for persons other than applicant/registered owner) under sections 64, 65, 66, 67 of the Rules	<a href="#">D12</a> (paper form)	-
	<a href="#">D12</a> (electronic form)	-

<i>Description of Proceedings</i>	<i>Form no.</i>	<i>Fee no.</i>
Request for correction of address, address for service or agent's address under section 66 of the Rules	<a href="#">D12</a> (paper form)	-
	<a href="#">D12</a> (electronic form)	-

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.

## Designs Form D1

**Application for registration of designs**

Registered Designs Ordinance (Cap. 522)

Registered Designs Rules (Cap. 522A)

**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).
- 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 Designs Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and section 55 of the Registered Designs Rules, Cap 522A. Such information may be accessed through the Internet.**
- c. The Designs 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 Registered Designs Ordinance, Cap. 522, any person has the right to request access to and correct his/her personal data held in the design records maintained by the Designs 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 Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and section 55 of the Registered Designs Rules, Cap 522A. 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 Designs, 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.

**01 Your reference**

**Note 1** You may use this form for more than one design in the same class of articles or for the same set of articles.

**Note 2** The term "set of articles" is defined in section 2 of the Registered Designs Ordinance as two or more articles of the **same general character** that are **ordinarily on sale together or intended to be used together**, to each of which the **same design**, or the same design with modifications or variations not sufficient to alter the character or substantially to affect the identity thereof, is applied, for example, a tea set. The Registered Designs Ordinance can be viewed at [www.ipd.gov.hk](http://www.ipd.gov.hk).

**02 Number of designs included in this application (Note 1)**

☐

*Please indicate by marking the box if the articles form a set (Note 2)*

**Note 3** Please provide your residential or business address.

**03 Details of applicant**

Name *(If the name of the applicant is not in Roman letters or in Chinese, please include a transliteration in Roman letters)*

Address *(Note 3)*

**Note 4** The International Classification for Industrial Designs ("the Locarno Classification") published by the World Intellectual Property Organization is adopted for classifying design articles. For details of the Locarno Classification, please refer to the website at [www.ipd.gov.hk](http://www.ipd.gov.hk).

**04 Locarno Classification (Note 4)**

Class

Sub-Class

**Note 5** The statement identifying the article(s) must be made in English and Chinese. It should be no more than 50 words for each language in English and Chinese.

**05 Article**

State in English and Chinese the article(s) or set of articles to which the design applies (*Note 5*)

English	Chinese

**Note 6** A statement of the features (pattern, ornament, shape or configuration) of the design for which novelty is claimed ("statement of novelty") in **both English and Chinese** should be included in the application. A statement of novelty is not required for textile articles or wallpaper. The statement of novelty can be expressed in the following way:

" The features of the design for which novelty is claimed are the (\*pattern, ornament, shape or configuration) of the article as shown in the representations.

表述所顯示的物品的(\*式樣、裝飾、形狀或構形)是聲稱具有新穎性的外觀設計特色。"

(\*delete as appropriate)

**06 Statement of novelty (*Note 6*)**

English	Chinese

**07 Applicant's rights to the design(s)**

If the applicant is not the designer, explain the applicant's rights in relation to the design(s).

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**08 Number of articles in the set if the articles form a set (*See Note 2*)**

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<b>09 (a) Details of confidential disclosure</b> If the design(s) has / have been previously disclosed and section 9(1) of the Registered Designs Ordinance applies, please indicate by marking the appropriate box(es). The Registered Designs Ordinance can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a> .				
section 9(1)(a)	section 9(1)(b)	section 9(1)(c)	section 9(1)(d)	State the circumstances of the disclosure and the relevant dates (DD-MM-YYYY)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>(b) Details of non-prejudicial disclosure</b> Disclosure at an official international exhibition under section 9(2) of the Registered Designs Ordinance which can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a> .				
Name and place of exhibition :		Opening date of exhibition : (DD-MM-YYYY)		Date of first disclosure : (if not on the opening date of the exhibition) (DD-MM-YYYY)

<b>Note 7</b>	Where priority is claimed, you are required to file a copy of a certificate issued by the competent authority of the relevant Paris Convention country or WTO member verifying: <ul style="list-style-type: none"> <li>the country, territory or area of filing</li> <li>the filing date and number</li> <li>the representation of the design</li> <li>the articles covered by the previous application</li> </ul> If any copy of certificate or other document relating to the Convention application is in a language other than English or Chinese, you need to file a translation into English which states the name of the translator and his official capacity (if any).
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<b>10 Priority application details (Note 7)</b> State the Paris Convention country or WTO member, the filing date and filing number of any previous application from which priority is claimed under section 16 of the Registered Designs Ordinance which can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a> .		
Country/Territory/Area :	Filing date : (DD-MM-YYYY)	Filing no. :

<b>11 Applicant's priority rights</b> If the previous application indicated in Part 10 was not made in the name(s) given at Part 03, state the instrument (for example, deed of assignment) which gives the applicant the right to claim priority including appropriate name(s) and date(s).		
Name of instrument :	Date of instrument : (DD-MM-YYYY)	Names of parties :



<b>12 Associated design(s)</b> State the application/registration number(s) and filing date(s) of any previous design application(s) or registration(s) for association under section 11 of the Registered Designs Ordinance which can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a> .	
Application/Registration no. :	Filing date : (DD-MM-YYYY)

<b>13 Division of applications</b> State the number and filing date of any earlier application whose filing date is claimed under section 22 of the Registered Designs Ordinance which can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a> .	
Application no. :	Filing date : (DD-MM-YYYY)

<b>Note 8</b> An address for service in Hong Kong, China must be supplied.
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<b>14 Address for service in Hong Kong, China (Note 8)</b>  Name  Address    Telephone no.  Facsimile no.  E-mail address	

<b>Note 9</b> If you are an agent, an address in Hong Kong, China where you reside or carry on your business activities must be supplied.
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<b>15 Agent's address (Note 9)</b>	
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**Note 10** Designs forms may be signed by the applicant or his agent.

**Note 11** The representation may be either a drawing or a photograph and shall be of a size of not more than 210 mm by 297 mm. If the representation is a photograph, please affix it on A4 paper.

**Note 12** If the design relates to a set of articles, the representations should show the design as applied to each article in the set.

**Note 13** Please indicate the page no. on top right corner of the representations as 1, 2, 3 accordingly. For multiple applications relating to two or more designs, please also number the representations M001, M002, M003... for the first, second, third... designs respectively and sort them into separate sets, one for each design.

## 16 Declaration (Note 10)

*Please mark the boxes to make declaration*

☐

I/We apply to register the design(s) shown in the **representation(s) put on the A4 sheet(s) attached to this form (Notes 11 to 13).**

☐

I/We declare that the applicant(s) claim(s) to be the owner(s) of the design(s) in relation to the article(s) or set of articles specified above.

## 17 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)

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



# Application for registration of designs

Registered Designs Ordinance (Cap. 522)

Registered Designs Rules (Cap. 522A)

## Designs Form D1

### Important notes

#### 1. General notes:

- This form
  - is for electronic filing only.
  - must be digitally signed.
- Either Chinese or English can be used as the language of proceedings. Please complete this form in English unless otherwise stated.
- You must complete Parts 02 to 07 and 15.
- For enquiry, please e-mail us: [enquiry@ipd.gov.hk](mailto:enquiry@ipd.gov.hk)
- For **multiple applications** covering more than one design, please number the designs by filling in the "Design No." column in Part 04.

For example, if an application covers four designs, they should be numbered 1 to 4 in Part 04 as follows:

04 Representation(s) (Notes 4 and 5)	
Attachment file name and file path (e.g. C:\designs\representation.pdf)	Design no. (if applicable)
C:\designs\representation1.pdf	1
C:\designs\representation2.pdf	2
C:\designs\representation3.pdf	3
C:\designs\representation4.pdf	4

For Parts 05–14 and 17–18, please specify the relevant Design Nos. in accordance with Part 04 when providing the respective information for each design. If your application contains only one design, you are not required to enter any number in the box "Design no." .

Examples:

05 Locarno Classification (Note 6)		
Class	Sub-Class	Design no. (if applicable)
10	01	1–4

or:

05 Locarno Classification (Note 6)		
Class	Sub-Class	Design no. (if applicable)
10	01	1, 4
10	02	2, 3

#### 2. Use of Personal data:

- The provision of your personal data is voluntary. However, the Designs Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- The Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and Section 55 of the Registered Designs Rules, Cap 522A. Such information may be accessed through the Internet.
- The Designs Registry may redact unsolicited personal data included with this form or any document 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.**
- Subject to the requirements of the Registered Designs Ordinance, Cap. 522, any person has the right to request access to and correct his/her personal data held in the design records maintained by the Designs Registry, pursuant to sections 18 and 22 of the Personal Data (Privacy) Ordinance, Cap. 486.
- 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:

- The Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and Section 55 of the Registered Designs Rules, Cap 522A. Such information may be accessed through the Internet.
- 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** You may use this form for more than one design in the same class of articles or for the same set of articles.

**Note 2** The term “set of articles” is defined in section 2 of the Registered Designs Ordinance as two or more articles of the **same general character** that are **ordinarily on sale together or intended to be used together**, to each of which the **same design**, or the same design with modifications or variations not sufficient to alter the character or substantially to affect the identity thereof, is applied, for example, a tea set. The Registered Designs Ordinance can be viewed at [www.ipd.gov.hk](http://www.ipd.gov.hk).

02 Number of designs included in this application <i>(Note 1) (Fees are calculated on the information in this part. Insufficient fees will result in a late filing date)</i>	<input type="checkbox"/> Please indicate by marking the box if the articles form a set <i>(Note 2)</i>
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**Note 3** Please provide your residential or business address.

03 Details of applicant	
Name <i>(If the name of the applicant is not in Roman letters or in Chinese, please include a transliteration in Roman letters.)</i>	Customer ID <i>(if any)</i>
Address <i>(Note 3)</i>	
Country/Territory/Area	

Add	Remove
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**Note 4** Each page of the attached pdf file should not be larger than A4 size.

**Note 5** For a multiple application, each representation of a design should be contained in a separate pdf file.

04 Representation(s) <i>(Notes 4 and 5)</i>	
Attachment file name and file path (e.g. C:\designs\representation.pdf)	Design no. <i>(if applicable)</i>

Add	Remove
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**Note 6** The International Classification for Industrial Designs (“the Locarno Classification”) published by the World Intellectual Property Organization is adopted for classifying design articles. For details of the Locarno Classification, please refer to the website at [www.ipd.gov.hk](http://www.ipd.gov.hk).

05 Locarno Classification <i>(Note 6)</i>		
Class	Sub-Class	Design no. <i>(if applicable)</i>

Add

Remove

**Note 7** The statement identifying the article(s) must be made in English and Chinese. It should be no more than 50 words for each language in English and Chinese.

06 Article		
State in English and Chinese the article(s) or set of articles to which the design applies <i>(Note 7)</i>		
English	Chinese	Design no. <i>(if applicable)</i>

Add

Remove

**Note 8** A statement of the features (pattern, ornament, shape or configuration) of the design for which novelty is claimed ("statement of novelty") in **both English and Chinese** should be included in the application. A statement of novelty is not required for textile articles or wallpaper. The statement of novelty can be expressed in the following way:

"The features of the design for which novelty is claimed are the (pattern, ornament, shape or configuration) of the article as shown in the representations.

表述所顯示的物品的(\*式樣、裝飾、形狀或構形)是聲稱具有新穎性的外觀設計特色。"

(\*delete as appropriate)

07 Statement of novelty <i>(Note 8)</i>		
English	Chinese	Design no. <i>(if applicable)</i>

Add

Remove

08 Applicant's rights to the design(s)	
If the applicant is not the designer, explain the applicant's rights in relation to the design(s)	Design no. <i>(if applicable)</i>

Add

Remove

09 Number of articles in the set if the articles form a set (See Note 2)	Design no. (if applicable)

Add

Remove

<b>10 (a) Details of confidential disclosure</b> If the design(s) has / have been previously disclosed and section 9(1) of the Registered Designs Ordinance applies, please indicate by marking the appropriate box(es). The Registered Designs Ordinance can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a> .					
section 9(1)(a)	section 9(1)(b)	section 9(1)(c)	section 9(1)(d)	State the circumstances of the disclosure and the relevant dates (DD-MM-YYYY)	Design no. (if applicable)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Add

Remove

<b>10 (b) Details of non-prejudicial disclosure</b> Disclosure at an official international exhibition under section 9(2) of the Registered Designs Ordinance which can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a> .			
Name and place of exhibition :	Opening date of exhibition : (DD-MM-YYYY)	Date of first disclosure : (if not on the opening date of the exhibition) (DD-MM-YYYY)	Design no. (if applicable)

Add

Remove

<b>Note 9</b> Where priority is claimed, you are required to file a copy of a certificate issued by the competent authority of the relevant Paris Convention country or WTO member verifying: <ul style="list-style-type: none"> <li>the country, territory or area of filing</li> <li>the filing date and number</li> <li>the representation of the design</li> <li>the articles covered by the previous application</li> </ul> If any copy of certificate or other document relating to the Convention application is in a language other than English or Chinese, you need to file a translation into English which states the name of the translator and his official capacity (if any).
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<b>11 Priority application details (Note 9)</b> State the Paris Convention country or WTO member, the filing date and filing number of any previous application from which priority is claimed under section 16 of the Registered Designs Ordinance which can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a> .			
Country/Territory/Area :	Filing date : (DD-MM-YYYY)	Filing no. :	Design no. (if applicable)

Add

Remove

<b>12 Applicant's priority rights</b> If the previous application indicated in Part 11 was not made in the name(s) given at Part 03, state the instrument (for example, deed of assignment) which gives the applicant the right to claim priority including appropriate name(s) and date(s)			
Name of instrument :	Date of instrument : (DD-MM-YYYY)	Names of parties :	Design no. (if applicable)

Add

Remove

<b>13 Associated design(s)</b> State the application/registration number(s) and filing date(s) of any previous design application(s) or registration(s) for association under section 11 of the Registered Designs Ordinance which can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a> .		
Application/Registration no. :	Filing date : (DD-MM-YYYY)	Design no. (if applicable)

Add

Remove

<b>14 Division of applications</b> State the number and filing date of any earlier application whose filing date is claimed under section 22 of the Registered Designs Ordinance which can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a> .		
Application no. :	Filing date : (DD-MM-YYYY)	Design no. (if applicable)

Add

Remove

**Note 10** An address for service in Hong Kong, China must be supplied.

<b>15 Address for service in Hong Kong, China (Note 10)</b>  Name Address  Telephone no. E-mail address Customer ID		
	HK	HONG KONG

**Note 11** If you are an agent, an address in Hong Kong, China where you reside or carry on your business activities must be supplied.

<b>16 Agent's address (Note 11)</b>	
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<b>17 Attachment for priority document</b> <i>(if priority is claimed)</i>	
Attachment file name and file path (e.g. C:\designs\attachment.pdf)	<b>Design no.</b> <i>(if applicable)</i>

<b>Add</b>	<b>Remove</b>
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<b>18 Attachment for other documents</b> <i>(if any)</i>	
Attachment file name and file path (e.g. C:\designs\attachment.pdf)	<b>Design No.</b> <i>(if applicable)</i>

<b>Add</b>	<b>Remove</b>
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I/We confirm that I/we have read and understood the “Important notes” on page 1.
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## Designs Form D2

### Request for amendment of application

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

### Correction of error in the register or in filed documents

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

Registered Designs Ordinance (Cap. 522)

Registered Designs Rules (Cap. 522A)

#### 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 Designs Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and section 55 of the Registered Designs Rules, Cap 522A. Such information may be accessed through the Internet.**
- c. The Designs 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 Registered Designs Ordinance, Cap. 522, any person has the right to request access to and correct his/her personal data held in the design records maintained by the Designs 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 Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and section 55 of the Registered Designs Rules, Cap 522A. 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 Designs, 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** You may use this form for more than one application or registration if the same correction is requested.

<b>02 Application / Registration No(s).</b> (Note 1)	
---	--

<b>03 This is a request for:</b>	<input type="checkbox"/> amendment of application  <input type="checkbox"/> correction of error  <i>Please mark the appropriate box</i>
----------------------------------	---

<b>04 Name(s) of applicant(s) / registered owner(s) as currently appear(s) in the application or on the register</b>

<b>05 Details to be amended or corrected</b>	English
	Chinese (if applicable)

**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 Designs of the address in Hong Kong, China where you reside or carry on your business activities by filing Form D12 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**



## Request for amendment of application

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

## Correction of error in the register or in filed documents

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

Registered Designs Ordinance (Cap. 522)

Registered Designs Rules (Cap. 522A)

### Designs Form D2

#### 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.
- 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 Designs Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and Section 55 of the Registered Designs Rules, Cap 522A. Such information may be accessed through the Internet.
- c. The Designs Registry may redact unsolicited personal data included with this form or any document 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 Registered Designs Ordinance, Cap. 522, any person has the right to request access to and correct his/her personal data held in the design records maintained by the Designs 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 Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and Section 55 of the Registered Designs Rules, Cap 522A. 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** You may use this form for more than one application or registration if the same correction is requested.

02 Application / Registration no(s). <i>(Note 1)</i>	.
---	---

Add

Remove

03 This is a request for:	<input type="checkbox"/> amendment of application <input type="checkbox"/> correction of error  <i>Please mark the appropriate box</i>
---------------------------	---

04 Name(s) of applicant(s) / registered owner(s) as currently appears(appear) in the application or on the register	
Name	Customer ID <i>(if any)</i>

Add

Remove

05 Details to be amended or corrected <i>(you may include Chinese details, 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 Designs of the address in Hong Kong, China where you reside or carry on your business activities by filing Form D12 or in writing.

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

07 <b>Attachment</b> <i>(if any)</i> Attachment file name and file path (e.g. C:\designs\ attachment.pdf)	
---	--

Add

Remove

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



## Designs Form D3

### Request for reinstatement of application

Registered Designs Ordinance (Cap. 522)

Registered Designs Rules (Cap. 522A)

#### 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 Designs Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and section 55 of the Registered Designs Rules, Cap 522A. Such information may be accessed through the Internet.**
- c. The Designs 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 Registered Designs Ordinance, Cap. 522, any person has the right to request access to and correct his/her personal data held in the design records maintained by the Designs 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 Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and section 55 of the Registered Designs Rules, Cap 522A. 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 Designs, 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 design.

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

<b>03 Name(s) of applicant(s)</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 Designs of the address in Hong Kong, China where you reside or carry on your business activities by filing Form D12 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>		
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)

<b>06 State the number of additional sheet(s) attached to this form</b>
<div style="border: 1px solid black; width: 60px; height: 30px; display: inline-block;"></div>





## Request for reinstatement of application

Registered Designs Ordinance (Cap. 522)

Registered Designs Rules (Cap. 522A)

### Designs Form D3

#### 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 Designs Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and Section 55 of the Registered Designs Rules, Cap 522A. Such information may be accessed through the Internet.
- c. The Designs Registry may redact unsolicited personal data included with this form or any document 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 Registered Designs Ordinance, Cap. 522, any person has the right to request access to and correct his/her personal data held in the design records maintained by the Designs 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 Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and Section 55 of the Registered Designs Rules, Cap 522A. 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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**Note 1** This form is for one design.

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

03 Name of applicant(s)	
Name	Customer ID <i>(if any)</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 Designs of the address in Hong Kong, China where you reside or carry on your business activities by filing Form D12 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:\designs\attachment.pdf)	

Add

Remove

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



## Designs Form D4

### Application for extension of time

Registered Designs Rules (Cap. 522A)

#### 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 Designs Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and section 55 of the Registered Designs Rules, Cap 522A. Such information may be accessed through the Internet.**
- c. The Designs 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 Registered Designs Ordinance, Cap. 522, any person has the right to request access to and correct his/her personal data held in the design records maintained by the Designs 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 Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and section 55 of the Registered Designs Rules, Cap 522A. 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 Designs, 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 design.
--

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

<b>03 Please indicate whether this request relates to an application, opposition or other proceedings</b>	<p><i>Please mark the appropriate box</i></p> <p><input type="checkbox"/> Application for registration of designs</p> <p><input type="checkbox"/> Opposition</p> <p><input type="checkbox"/> Other proceedings</p>
---	--

<b>04 This is an application for extension of time to file the following documents / to take the following action(s):</b>

<b>05 State the length of extension required</b>	
--	--

<b>06 Reason for non-compliance with time limit</b>	
---	--

<b>07 Name(s) of person(s) making this request</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 Designs of the address in Hong Kong, China where you reside or carry on your business activities by filing Form D12 or in writing.

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

**09 Declaration (for inter-partes proceedings)**

*Please mark the box to make declaration if applicable*

☐ I/We declare that I/we have given notice of this request to every other person who is a party to these proceedings.

**10 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)

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



## Application for extension of time

Registered Designs Rules (Cap. 522A)

### Designs Form D4

#### Important note

##### 1. General notes:

- a. This form is for electronic filing for extending the time limits for application for registration process, furnishing of supporting documents under section 36 of the Registered Designs Rules, Cap. 522A, and other proceedings (other than revocation and opposition to correction of errors) only. If you wish to extend the time limits in relation to revocation and opposition to correction of errors under sections 38, 39, 40, 41, 42, 51 and 62 of the Registered Designs Rules, Cap. 522A, please file paper Designs Form D4 which can be downloaded from [www.ipd.gov.hk](http://www.ipd.gov.hk). The Registered Designs Rules, Cap. 522A, can be viewed at [www.ipd.gov.hk](http://www.ipd.gov.hk)
- b. This form
  - is for electronic filing only.
  - must be digitally signed.
- c. Please complete this form in English unless otherwise stated.
- d. You must complete Parts 02 to 08.
- 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 Designs Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and Section 55 of the Registered Designs Rules, Cap 522A. Such information may be accessed through the Internet.
- c. The Designs Registry may redact unsolicited personal data included with this form or any document 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 Registered Designs Ordinance, Cap. 522, any person has the right to request access to and correct his/her personal data held in the design records maintained by the Designs 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 Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and Section 55 of the Registered Designs Rules, Cap 522A. 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 design.

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

**Note 2** For the avoidance of doubt, electronic filing and communication are not available for submissions relating to hearings before the Registrar of Designs. These include statutory forms, pleadings, evidence and exhibits and other communications with the Registrar of Designs in relation thereto. These submissions shall continue to be filed, in paper form, by delivery or by post.

03 Please indicate whether this request relates to an application, furnishing of supporting documents or other proceedings <i>(Note 2)</i>	<p><i>Please mark the appropriate box</i></p> <p><input type="checkbox"/> Application for registration of designs</p> <p><input type="checkbox"/> Furnishing of supporting documents <i>(section 36 of the Registered Designs Rules)</i></p> <p><input type="checkbox"/> Other proceedings <i>(other than revocation and opposition to correction of errors under sections 38, 39, 40, 41, 42, 51 and 62, of the Registered Designs Rules)</i></p> <p><i>(The Registered Designs Rules can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>)</i></p>
--	---

04 This is an application for extension of time to file the following documents / to take the following action(s):

05 State the length of extension required	
06 Reason for non-compliance with time limit	

07 Name(s) of person(s) making this request	
Name	Customer ID <i>(if any)</i>

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

**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 Designs of the address in Hong Kong, China where you reside or carry on your business activities by filing Form D12 or in writing.

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

09 Declaration
<p><i>Please mark the box to make declaration if applicable</i></p> <p><input type="checkbox"/> I/We declare that I/we have given notice of this request to every other person who is a party to these proceedings.</p>

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

Add	Remove
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I/We confirm that I/we have read and understood the “Important notes” on page 1.
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## Designs Form D5

# Application to register particulars of transactions affecting rights in registered designs Notice of transactions affecting rights in applications Application to cancel claim to be mortgagee or licensee

Registered Designs Ordinance (Cap. 522)

Registered Designs Rules (Cap. 522A)

### Important notes

#### 1. General notes:

- Please complete this form in English unless otherwise stated.
- This form must be signed and dated.
- If there is not enough space for any part on this form, please continue on an additional sheet. Number each additional sheet and state the number of additional sheet(s).
- 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:

- The provision of your personal data is voluntary. However, the Designs Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- The Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and section 55 of the Registered Designs Rules, Cap 522A. Such information may be accessed through the Internet.**
- The Designs 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.**
- Subject to the requirements of the Registered Designs Ordinance, Cap. 522, any person has the right to request access to and correct his/her personal data held in the design records maintained by the Designs Registry, pursuant to sections 18 and 22 of the Personal Data (Privacy) Ordinance, Cap. 486.
- 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:

- The Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and section 55 of the Registered Designs Rules, Cap 522A. Such information may be accessed through the Internet.**
- 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 Designs, 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** You may use this form for more than one application or registration for the same transaction, instrument or event.

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

<b>03 Name(s) of the applicant(s) or registered owner(s) as currently appear(s) in the application or on the register</b>

<b>04 Name(s) and address(es) of the person(s) other than the applicant or registered owner making this application</b>
Name
Address

<b>05 Please indicate whether this request is for:</b>	<input type="checkbox"/> (i) application to register particulars of transactions affecting rights in registered designs or (ii) notice of transactions affecting rights in applications <b>(please complete Parts 6 and 7)</b>
	<input type="checkbox"/> application to cancel claim to be mortgagee or licensee <b>(please complete Part 8)</b>
	<i>Please mark the appropriate box</i>

<b>06 Nature and date of the transaction, instrument or event under which rights are acquired or affecting the rights in the registered design(s) or the application(s) for registration</b>	Nature
	Date (DD-MM-YYYY)

<b>07 Details of all the parties acquiring the rights</b> <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
Address

<b>08 Explain the nature of the interest to be cancelled</b>	
--	--

<b>09 Specify the supporting documents filed with this form, if any</b>	
---	--

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

<b>10 Address for service in Hong Kong, China</b> <i>(Note 2)</i>  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>11 Agent's address</b> <i>(Note 3)</i>	
---	--

**12 If there is a change in ownership and the new applicant/registered owner has an address for service in Hong Kong, China different from Part 10 above, please provide his address for service and, if applicable, the agent's address in the space below:**

**Note 4** 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 33(3), Registered Designs Rules). The Registered Designs Rules can be viewed at [www.ipd.gov.hk](http://www.ipd.gov.hk).

**13 Signature**

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

Signature \_\_\_\_\_

\_\_\_\_\_  
Name and Official Capacity of Signatory  
(e.g. *agent of the assignor*) (**Note 4**)

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

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



# Application to register particulars of transactions affecting rights in registered designs

## Notice of transactions affecting rights in applications

## Application to cancel claim to be mortgagee or licensee

Registered Designs Ordinance (Cap. 522)

Registered Designs Rules (Cap. 522A)

### Designs Form D5

#### 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, 03, 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 Designs Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and Section 55 of the Registered Designs Rules, Cap 522A. Such information may be accessed through the Internet.
- c. The Designs Registry may redact unsolicited personal data included with this form or any document 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 Registered Designs Ordinance, Cap. 522, any person has the right to request access to and correct his/her personal data held in the design records maintained by the Designs 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 Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and Section 55 of the Registered Designs Rules, Cap 522A. 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** You may use this form for more than one application or registration if the transaction, instrument or event is the same.

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

Add
Remove

03 Name(s) of the applicant(s) or registered owner(s) as currently appears/appear in the application or on the register	
Name	Customer ID (if any)

Add
Remove

04 Name(s) and address(es) of the person(s) other than the applicant(s) or registered owner(s) making this application	
Name	Customer ID (if any)
Address	
Country/Territory/Area	

Add
Remove

05 Please indicate whether this request is for:	<input type="checkbox"/> (i) application to register particulars of transactions affecting rights in registered designs or (ii) notice of transactions affecting rights in applications (please complete Parts 06 and 07) <input type="checkbox"/> application to cancel claim to be mortgagee (please complete Part 08) <input type="checkbox"/> application to cancel claim to be licensee (please complete Part 08) <i>Please mark the appropriate box</i>
06 Nature and date of the transaction, instrument or event under which rights are acquired or affecting the rights in the registered design(s) or the application(s) for registration	Nature
	Date (DD-MM-YYYY)

07 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>
Address	
Country/Territory/Area	

Add

Remove

08 Explain the nature of the interest to be cancelled	
09 Specify the supporting documents filed with this form, if any	

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

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

**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.

11 Agent's address <i>(Note 3)</i>	
------------------------------------	--

**Note 4** 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 33(3), Registered Designs Rules). The Registered Designs Rules can be viewed at [www.ipd.gov.hk](http://www.ipd.gov.hk).

12 Official capacity of the signatory <i>(e.g. agent of the assignor)</i> <i>(Note 4)</i>	
---	--

13 If there is a change in ownership and the new applicant/registered owner has an address for service in Hong Kong, China different from Part 10 above, please provide his address for service and, if applicable, the agent's address in the space below:

14 <b>Attachment</b> <i>(if any)</i> Attachment file name and file path (e.g. C:\designs\attachment.pdf)	
--	--

**Add**

**Remove**

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





## Designs Form D6

### Application to the Registrar to revoke registration

Registered Designs Ordinance (Cap. 522)

Registered Designs Rules (Cap. 522A)

#### 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 Designs Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and section 55 of the Registered Designs Rules, Cap 522A. Such information may be accessed through the Internet.**
- c. The Designs 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 Registered Designs Ordinance, Cap. 522, any person has the right to request access to and correct his/her personal data held in the design records maintained by the Designs 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 Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and section 55 of the Registered Designs Rules, Cap 522A. 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 Designs, 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 registration.
--

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

<b>03 Name(s) of registered owner(s) as currently appear(s) on the register</b>

<b>04 Details of the person(s) making this reference</b> ( <i>section 37, Registered Designs Rules, which can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a></i> )
Name(s)
Address

<b>Note 2</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 Designs of the address in Hong Kong, China where you reside or carry on your business activities by filing Form D12 or in writing.
---

<b>05 Address for service in Hong Kong, China (Note 2)</b>	
Name	
Address	
Telephone no.	
Facsimile no.	
E-mail address	

**06 Signature**

- (1) I/We confirm that a statement setting out fully the reference sought and the facts upon which I/we rely is filed with this form.
- (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)

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



## Designs Form D7

# Filing of order, declaration or certificate of the court for revocation of registration or rectification of the register

Registered Designs Ordinance (Cap. 522)

Registered Designs Rules (Cap. 522A)

### 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 Designs Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and section 55 of the Registered Designs Rules, Cap 522A. Such information may be accessed through the Internet.**
- c. The Designs 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 Registered Designs Ordinance, Cap. 522, any person has the right to request access to and correct his/her personal data held in the design records maintained by the Designs 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 Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and section 55 of the Registered Designs Rules, Cap 522A. 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 Designs, 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 registration.

<b>02 Registration no. of the design to which the order, declaration or certificate relates</b> <i>(Note 1)</i>	
---	--

<b>03</b>	<b>Name(s) of registered owner(s) as currently appear(s) on the register</b>

<b>04 Date of the court order, declaration or certificate</b> <i>(DD-MM-YYYY)</i>	
--	--

**Note 2** A certified copy of the court order, declaration or certificate must be attached to this form.

<p><b>05 The court order, declaration or certificate is for:</b></p>   <p>A certified copy of the court order, declaration or certificate is attached (Note 2)</p>	<div style="margin-bottom: 10px;"><input type="checkbox"/> revocation of registration</div> <div style="margin-bottom: 10px;"><input type="checkbox"/> rectification of register</div> <div style="margin-bottom: 10px;"><input type="checkbox"/></div> <p><i>Please mark the appropriate box</i></p>
---	---

<b>06 Give details of the rectification or alteration of the register</b>	
---	--

**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 Designs of the address in Hong Kong, China where you reside or carry on your business activities by filing Form D12 or in writing.

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

<b>08 Signature</b>		
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)

<b>09 State the number of additional sheet(s) attached to this form</b>
<div style="border: 1px solid black; width: 60px; height: 30px; margin: 10px 0;"></div>



## Designs Form D8

### Notice to surrender registration

Registered Designs Ordinance (Cap. 522)

Registered Designs Rules (Cap. 522A)

#### 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 Designs Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and section 55 of the Registered Designs Rules, Cap 522A. Such information may be accessed through the Internet.**
- c. The Designs 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 Registered Designs Ordinance, Cap. 522, any person has the right to request access to and correct his/her personal data held in the design records maintained by the Designs 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 Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and section 55 of the Registered Designs Rules, Cap 522A. 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 Designs, 24/F, Wu Chung House, No. 213 Queen's Road East, Wanchai, Hong Kong, China.

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

<b>02 Registration no.</b>	
----------------------------	--

**Note 1** Only the registered owner of a design may surrender the registration.

<b>03 Name(s) of registered owner(s) as currently appear(s) on the register (Note 1)</b>

**Note 2** The registration may be surrendered in respect of:

- all of the articles for which the design is registered; or
- articles stated in Part 04 below.

<b>04 State the articles in respect of which the design is surrendered (Note 2)</b> (write "all" if all articles in the registration are surrendered)	
--	--

<b>05 Name and address of each person having a registered interest in the design</b>
Name
Address

**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 Designs of the address in Hong Kong, China where you reside or carry on your business activities by filing Form D12 or in writing.

<b>06 Address for service in Hong Kong, China (Note 3)</b>	Name
	Address
	Telephone no.
	Facsimile no.
E-mail address	



**07** I/We certify that the person(s) named in Part 05

- ☐ has/have been sent not less than 3 months' notice of my/our intention to surrender the registration
- ☐ is/are not affected by the surrender
- ☐ consent(s) to the surrender

*Please mark the appropriate box(es)*

**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**



## Notice to surrender registration

Registered Designs Ordinance (Cap. 522)

Registered Designs Rules (Cap. 522A)

### Designs Form D8

#### 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 Designs Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and Section 55 of the Registered Designs Rules, Cap 522A. Such information may be accessed through the Internet.
- c. The Designs Registry may redact unsolicited personal data included with this form or any document 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 Registered Designs Ordinance, Cap. 522, any person has the right to request access to and correct his/her personal data held in the design records maintained by the Designs 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 Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and Section 55 of the Registered Designs Rules, Cap 522A. 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 Registration no.	.

**Note 1** Only the registered owner of a design may surrender the registration.

**03 Name(s) of registered owner(s) as currently appears/appear on the register (Note 1)**

Name	Customer ID (if any)

Add

Remove

**Note 2** The registration may be surrendered in respect of:

- all of the articles for which the design is registered (write "all" if all articles in the registration are surrendered); or
- articles stated in Part 04 below.

**04 State the articles in respect of which the design is surrendered (Note 2)**

**05 Name and address of each person having a registered interest in the design**

Name	Customer ID (if any)
Address	
Country/Territory/Area	

Add

Remove

**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 Designs of the address in Hong Kong, China where you reside or carry on your business activities by filing Form D12 or in writing.

**06 Address for service in Hong Kong, China (Note 3)**

Name		
Address		
Telephone no.	HK	HONG KONG
E-mail address		
Customer ID		

07 I/We certify that the person(s) named in Part 05

- ☐ has/have been sent not less than 3 months' notice of my intention to surrender the registration
- ☐ is/are not affected by the surrender
- ☐ consent(s) to the surrender

*Please mark the appropriate box(es)*

08 Attachment (if any)

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

Add

Remove

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



## Designs Form D9

### Notice of opposition or counter-statement

Registered Designs Ordinance (Cap. 522)

Registered Designs Rules (Cap. 522A)

#### 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 Designs Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and section 55 of the Registered Designs Rules, Cap 522A. Such information may be accessed through the Internet.**
- c. The Designs 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 Registered Designs Ordinance, Cap. 522, any person has the right to request access to and correct his/her personal data held in the design records maintained by the Designs 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 Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and section 55 of the Registered Designs Rules, Cap 522A. 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 Designs, 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 application or registration.

<b>02 Application / Registration no. to which this opposition / counter-statement relates (Note 1)</b>	
--	--

<b>03 Specify if this is a notice of opposition or counter-statement</b>	<p><i>Please mark the appropriate box</i></p> <p><input type="checkbox"/> Notice of opposition</p> <p><input type="checkbox"/> Counter-statement</p>
--	--

<b>04 Name(s) of applicant(s) / registered owner(s) of the design to which this opposition or counter-statement relates</b>

<b>05 The opposition / counter-statement is filed by:</b>	<p><input type="checkbox"/> applicant</p> <p><input type="checkbox"/> registered owner</p> <p><input type="checkbox"/> other</p> <p><i>Please mark the appropriate box</i></p>
---	--

If “other” is marked, give the following details:

Name(s)

--

Address

--

<b>06 Notice of opposition / counter-statement is filed under:</b>	<p>Registered Designs Rules</p> <p> <input type="checkbox"/> section 38              <input type="checkbox"/> section 39              <input type="checkbox"/> section 51              <input type="checkbox"/> section 62       </p> <p><i>Please mark the appropriate box</i></p> <p><i>(The Registered Designs Rules can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>)</i></p>
--	--

<p><b>07 Indicate the document(s) filed with this form</b></p> <p>(a) Opposition under Registered Designs Rules <i>(Please mark the appropriate box)</i></p> <p><input type="checkbox"/> section 39    <input type="checkbox"/> section 51    <input type="checkbox"/> section 62</p> <p>(b) Counter-statement under Registered Designs Rules <i>(Please mark the appropriate box)</i></p> <p><input type="checkbox"/> section 39    <input type="checkbox"/> section 51    <input type="checkbox"/> section 62</p> <p><i>(The Registered Designs 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"/> Details of grounds on which the opponent objects</p> <p><input type="checkbox"/> Details of facts, if any, on which the opponent relies</p>
	<p><input type="checkbox"/> Details of grounds on which the person filing this counter-statement relies to support his request</p> <p><input type="checkbox"/> Details of the facts, if any, alleged in the notice of opposition which the person filing this counter-statement admits</p>

**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 Designs of the address in Hong Kong, China where you reside or carry on your business activities by filing Form D12 or in writing.

<p><b>08 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>	

**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**



## Designs Form D10

### Application for certified copies or extracts

### Application for copies or extracts

### Request for information

### Request for inspection of document or register

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

Registered Designs Ordinance (Cap. 522)

Registered Designs Rules (Cap. 522A)

#### 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. You need to use a separate form for more than four documents.
- 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 Designs Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and section 55 of the Registered Designs Rules, Cap 522A. Such information may be accessed through the Internet.**
- c. The Designs 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 Registered Designs Ordinance, Cap. 522, any person has the right to request access to and correct his/her personal data held in the design records maintained by the Designs 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 Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and section 55 of the Registered Designs Rules, Cap 522A. 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 Designs, 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**

- ☐ Application for certified copies or extracts
- ☐ Application for copies or extracts
- ☐ Request for information
- ☐ Request for inspection of document or register
- ☐ Request for certificate signed by the Registrar of Designs (*section 65(2), Registered Designs Ordinance, which can be viewed at [www.ipd.gov.hk](http://www.ipd.gov.hk)*)

Application no.	Registration no.	Details of the document/information requested (e.g. Forms or Extract from the register)	For Official Use	
			No. of pages	Total no. of pages
				Fee payable
				HK\$
				Prepared by
Name and address to which the document/information should be sent:			Remarks	Copies ready on
				Collected by/on

**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**



## Designs Form D11

# Application for renewal of a registered design

Registered Designs Ordinance (Cap. 522)

Registered Designs Rules (Cap. 522A)

### 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 Designs Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and section 55 of the Registered Designs Rules, Cap 522A. Such information may be accessed through the Internet.**
- c. The Designs 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 Registered Designs Ordinance, Cap. 522, any person has the right to request access to and correct his/her personal data held in the design records maintained by the Designs 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 Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and section 55 of the Registered Designs Rules, Cap 522A. 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 Designs, 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.

**Note 1** This form is for renewal of one registration.

02 Registration no. (Note 1)	
------------------------------	--

<p><b>03</b> Registration no(s). of any earlier design(s) with which this design is associated under section 11 of the Registered Designs Ordinance. The Registered Designs Ordinance can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a>.</p>	
--	--

<b>04</b>	<b>Name(s) of registered owner(s) as currently appear(s) on the register</b>

**Note 2** Please pay the renewal fee before the end of the current period of registration but not earlier than 3 months immediately preceding the end date. You can still renew during the six months immediately following the end date but you have to pay the prescribed additional fee.

You may check the end date of the current period of registration by using on-line search (<http://www.ipd.gov.hk>).

<p><b>05 This is an application for renewal of registration:</b></p>	<p>Please mark the appropriate box</p> <div style="margin-left: 40px;"> <input type="checkbox"/> 1st 5-year extension  <input type="checkbox"/> 2nd 5-year extension  <input type="checkbox"/> 3rd 5-year extension  <input type="checkbox"/> 4th 5-year extension         </div>
<p><b>Are you paying an additional fee?</b> <i>(Note 2)</i></p>	<p>Please mark the appropriate box</p> <div style="margin-left: 100px; margin-top: 40px;"> <input type="checkbox"/> Yes           <input type="checkbox"/> No         </div>
<p><b>End date of the current period of registration</b> <i>(DD-MM-YYYY)</i></p>	





# Application for renewal of a registered design

Registered Designs Ordinance (Cap. 522)

Registered Designs Rules (Cap. 522A)

## Designs Form D11

### 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. Please provide a name and contact address in Hong Kong, China for correspondence.
- d. You must complete Parts 02, 04 to 06.
- 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 Designs Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and Section 55 of the Registered Designs Rules, Cap 522A. Such information may be accessed through the Internet.
- c. The Designs Registry may redact unsolicited personal data included with this form or any document 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 Registered Designs Ordinance, Cap. 522, any person has the right to request access to and correct his/her personal data held in the design records maintained by the Designs 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 Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and Section 55 of the Registered Designs Rules, Cap 522A. 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 renewal of one registration.

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

03 Registration no(s). of any earlier design(s) with which this design is associated under section 11 of the Registered Designs Ordinance. The Registered Designs Ordinance can be viewed at <a href="http://www.ipd.gov.hk">www.ipd.gov.hk</a> .	.
---	---

**Add** **Remove**

04 Name(s) of registered owner(s) as currently appears(appear) on the register	
Name	Customer ID <i>(if any)</i>

**Add** **Remove**

**Note 2** Please pay the renewal fee before the end of the current period of registration but not earlier than 3 months immediately preceding the end date. You can still renew during the six months immediately following the end date but you have to pay the prescribed additional fee.

You may check the end date of the current period of registration by using on-line search ([www.ipd.gov.hk](http://www.ipd.gov.hk)).

05 This is an application for renewal of the period of registration:	Fees are calculated on the information in this part.	
	Please mark the appropriate box	
	<input type="checkbox"/> 1st 5-year extension <input type="checkbox"/> 2nd 5-year extension <input type="checkbox"/> 3rd 5-year extension <input type="checkbox"/> 4th 5-year extension	
Are you paying an additional fee? <i>(Note 2)</i>	Please mark the appropriate box	
	<input type="checkbox"/> Yes <input type="checkbox"/> No	
End date of the current period of registration <i>(DD-MM-YYYY)</i>		

06 Name and contact address for person filing this application		
	Name	
	Address	
	HK	HONG KONG
	Telephone no.	
	E-mail address	
Customer ID		

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

Add

Remove

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



## Designs Form D12

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

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

Registered Designs Rules (Cap. 522A)

#### 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 Designs Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and section 55 of the Registered Designs Rules, Cap 522A. Such information may be accessed through the Internet.**
- c. The Designs 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 Registered Designs Ordinance, Cap. 522, any person has the right to request access to and correct his/her personal data held in the design records maintained by the Designs 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 Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and section 55 of the Registered Designs Rules, Cap 522A. 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 Designs, 24/F, Wu Chung House, No. 213 Queen's Road East, Wanchai, Hong Kong, China.



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

  

**Note 1** You may use this form for more than one application or registration if the alteration or correction is the same.

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

  

<b>03 Name(s) of applicant(s) / registered owner(s) as currently appears (appear) in the application or on the register</b>	
---	--

  

<b>04 This is a request for:</b>	<div style="margin-bottom: 10px;"> <input type="checkbox"/> alteration of name  <i>(please complete Parts 05-08)</i> </div> <div style="margin-bottom: 10px;"> <input type="checkbox"/> alteration of address  <i>(please complete Parts 05-08)</i> </div> <div style="margin-bottom: 10px;"> <input type="checkbox"/> correction of address  <i>(please complete Parts 05-08)</i> </div> <div style="margin-bottom: 10px;"> <input type="checkbox"/> alteration of address for service and/or agent's address  <i>(please complete Part 07 and/or 08)</i> </div> <div style="margin-bottom: 10px;"> <input type="checkbox"/> correction of address for service and/or agent's address  <i>(please complete Part 07 and/or 08)</i> </div> <p><i>Please mark the appropriate box(es)</i></p>
----------------------------------	---

  

<b>05 Name / address to be altered or corrected</b>	
Name	
Address	

<b>06 New name</b> <b>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  Address	

**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> <b>The address for service you provide here shall be treated as being in substitution for any address for service previously filed for all designs listed in Part 02.</b>	
Name	
Address	
Telephone no.	
Facsimile no.	
E-mail address	

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

<b>08 Agent's address (Note 3)</b>	
------------------------------------	--

<b>09 Declaration</b>  <i>Please mark the box to make declaration if applicable</i>  <input type="checkbox"/> I/We declare that there has been no change in the ownership of the design(s) or identity of the owner of the design(s).
---

**10 Signature**

**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)

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



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

Registered Designs Rules (Cap. 522A)

### Designs INTERACTIVE Form D12

#### Important 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 or registered owner. For alteration of name, address, address for service or agent' s address of persons other than the applicant or registered owner, please file Designs Form D12 electronically.

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

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

- a. The provision of your personal data is voluntary. However, the Designs Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and Section 55 of the Registered Designs Rules, Cap 522A. Such information may be accessed through the Internet.
- c. The Designs Registry may redact unsolicited personal data included with this form or any document 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 Registered Designs Ordinance, Cap. 522, any person has the right to request access to and correct his/her personal data held in the design records maintained by the Designs 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 Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and Section 55 of the Registered Designs Rules, Cap 522A. 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 registration, if the alteration is the same.

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

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

Add

Remove

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

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

*Please mark the appropriate box(es)*

☐ Alteration of name of the applicant/registered owner to: *(If the new name is not in Roman letters or Chinese characters, please include a transliteration in Roman letters.)*

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

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

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

Country/Territory/Area

**Note 3** If you are the applicant's/registered owner's agent, you should provide details of an address in Hong Kong, China where you reside or carry on your business activities. Please note that a P.O. Box or "care of" address is not acceptable.

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

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

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Country/Territory/Area

HK	HONG KONG
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**Note 4** You should provide details of an address for service in Hong Kong, China. Please note that a P.O. Box or "care of" address is not acceptable.

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

Important note

The address for service provided here would substitute the current address for service of the applicant/registered owner of all designs listed under Application no(s). and Registration no(s). on page 2.

Name

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Customer ID

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

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Country/Territory/Area

HK	HONG KONG
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Telephone no.

--

Fax no.

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

Attachment

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

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

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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/  
registered owner)

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

Registered Designs Rules (Cap. 522A)

Designs Form D12

Important note

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/registered owner. For alteration of name, address, address for service or agent' s address of an applicant or registered owner, please file Designs INTERACTIVE Form D12.
- 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 Designs Registry may be unable to handle your application, filing request or notice if you do not provide sufficient information.
- b. The Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and Section 55 of the Registered Designs Rules, Cap 522A. Such information may be accessed through the Internet.
- c. The Designs Registry may redact unsolicited personal data included with this form or any document 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 Registered Designs Ordinance, Cap. 522, any person has the right to request access to and correct his/her personal data held in the design records maintained by the Designs 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 Designs 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 70 of the Registered Designs Ordinance, Cap. 522 and Section 55 of the Registered Designs Rules, Cap 522A. 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 registration, if the alteration or correction is the same.

02 Application no(s). / Registration no(s). <i>(Note 1)</i>	.
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Add

Remove

03 Name(s) of applicant(s) / registered owner(s) in the application or in the register	
Name	Customer ID <i>(if any)</i>

Add

Remove

04 This is a request for:	<input type="checkbox"/> alteration of name (other than applicant/registered owner) <i>(please complete Parts 05-08)</i> <input type="checkbox"/> alteration of address (other than applicant/registered owner) <i>(please complete Parts 05-08)</i> <input type="checkbox"/> correction of address <i>(please complete Parts 05-08)</i> <input type="checkbox"/> alteration of address for service and/or agent's address <i>(other than applicant/registered owner)</i> <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>
05 Name to be altered Address to be altered or corrected	
Name	
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>	<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>
Name	
Address	
Country/Territory/Area	
Customer ID <i>(if any)</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 <i>(Note 2)</i></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 designs 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.

<b>08 Agent's address</b> <i>(Note 3)</i>	
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<b>09 Attachment <i>(if any)</i></b> Attachment file name and file path <i>(e.g. C:\designs\attachment.pdf)</i>	
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Add	Remove
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I/We confirm that I/we have read and understood the “Important notes” on page 1.