



Intellectual Property Office

Patents Form 12

Patents Act 1977 (Rule 36)

Concept House
Cardiff Road
Newport
South Wales
NP10 8QQ

Payment of renewal fee (and additional fee for late payment)
(See the notes on the back of this form)

1 Your reference

2 Patent number

3 Which year are you paying for?
(In terms of the life of the patent e.g. 6th)

4 Amount of renewal fee

Amount of late payment fee

Total amount paid

5 Name, address and postcode of the person paying the fee

Patents ADP number *(if you know it)*

6 **If your next renewal is overdue, the Office will send a reminder to your chosen address. If you have previously provided an Address for Service or a specific address for the renewal reminder, and it remains unchanged, you can leave this space blank. However, if you wish to change your chosen address, please provide the details here and sign and date it.**
(See note c for further details)

Signature

(Permanent changes of the address for service should be notified by a separate letter)

Date

7 Name, e-mail address, telephone, fax and/or mobile number, if any, of a contact point for the applicant

Notes

- a) *If you need help to fill in this form or you have any questions, please contact the Office on 0300 300 2000.*
- b) *Write your answers in capital letters using black ink or you may type them.*
- c) *Where a renewal fee has not been paid, the IPO sends a renewal reminder to the proprietor. The renewal reminder will be sent to the address provided for this purpose. If no such address has been provided, it will be sent to the Address for Service. Use part 6 of this form if you would like to change the address to which the Office sends the renewal reminder.*
- d) *If you have filled in part 6 of the form remember to sign and date it.*
- e) *For details of fees and ways to pay, please contact the Office on 0300 300 2000.*