



The Patent Office
Designs Registry

Cardiff Road
Newport
South Wales
NP10 8QQ

**Request for alteration of name,
or for correction of error**

(See the notes on the back of this form)

1. Your reference

2. Design application or registered design
number *(s)*

(See note (c))

3. Full name, address and postcode of the or of
each applicant or proprietor as currently
appears on the register or application *(s)*

Designs ADP number *(if you know it)*

4. Full name, address and postcode of person *(s)*
making the request on this form

(Leave blank if this is the same as given at part 3)

Designs ADP number *(if you know it)*

5. Give details of new name, if applicable

(See notes (d), (e) and (g))

6. Give details of error to be corrected, if
applicable

(See notes (d) and (f))

Designs Form 16A

7. If this request is to alter the name,
does the alteration apply to all
applications or registered designs in that name?
(Write YES or NO)

8. Name of your agent (if you have one)

“Address for service” in the United Kingdom
to which all correspondence should be sent
(including the postcode)

Designs ADP number (if you know it)

- | 9. | Signature | Date |
|----|-----------|------|
|----|-----------|------|

10. Name and daytime telephone number of
person to contact in the United Kingdom

Notes

- a) If you need help to fill in this form or you have any questions, please contact the Patent Office on 08459 500505.
- b) Write your answers in capital letters using black ink or you may type them.
- c) You may use this form for more than one application or registered design if the same request is involved.
- d) If there is not enough space for all the relevant details on any part of this form, please continue on a separate sheet of paper and write “see continuation sheet” in the relevant part. Any continuation sheet should be attached to this form.
- e) You should provide proof of any name changes; for example a copy of the Certificate of Incorporation on a change of name.
- f) In the case of a request to correct an error, each person making the request must give details of the error and state his or her interest in this matter unless he or she is named at part 3. This form must be accompanied by a statutory declaration or other evidence stating the circumstances in which the error occurred.
- g) The certificate of registration of any design mentioned in part 2 of this form will not be amended because of a request to alter a name or address. So do not return the certificate(s) with this form if that is your only request.
- h) For details of the fee and ways to pay please contact the Designs Registry of the Patent Office.
- i) Once you have filled in the form you must remember to sign and date it.