



**The Patent Office
Designs Registry**

Cardiff Road
Newport
South Wales
NP10 8QQ

Request for certificate of the Registrar, or certified copies

(See the notes on the back of this form)

1. Your reference

2. Design application or registered design
number

3. Full name of the or of each applicant or
proprietor of the design as currently appears
on the register or application(s)

Designs ADP number *(if you know it)*

4. What do you want a certified copy of,
or what certified extract or certificate do you
want?

(See notes (c) and (d))

How many copies do you require?

5. In the case of certified copies, state whether
you want the certificate to be “sealed and
attached” to the document or “impressed”
on the document?

(See note (e))

6. State whether you need the certificate or
certified copy or extract for legal proceedings,
for obtaining a registration abroad, or for some
other reason which you should explain.

(See note (f))

7. Full name, address and postcode in the United Kingdom to which we should send the certificate (s) or copies

(If you have any special delivery/collection instructions, please give details)

Designs ADP number *(if you know it)*

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8. Have you enclosed the documents to be certified?

*If not, the Registry will, if possible, prepare photocopies
(See note (g))*

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- | | | |
|----|-----------|------|
| 9. | Signature | Date |
|----|-----------|------|
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10. Name and daytime telephone number of person to contact in the United Kingdom
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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) *Only use this form to request the following:*
- *a certified copy of an entry in, or a certified extract from, the register*
 - *a certified copy of any representation, specimen or document kept in the Patent Office, or a certified extract from any such document*
 - *a certificate for the purposes of section 17(9).*
- d) *If the Registrar is requested to certify particulars of the design, it should be made clear whether the request relates to the design as originally filed or as registered.*
- e) *Certification is “impressed” on documents by a rubber stamp. Otherwise, a separate certificate is sealed to the documents. For certificates sealed and attached to documents, describe any special requirements.*
- f) *Do not fill in part 6 if you only need certification by rubber stamp.*
- g) *Items supplied for certification at part 8 must be identical to the corresponding document on the official file.*
- h) *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.*
- i) *For details of the fees and ways to pay please contact the Designs Registry of the Patent Office.*
- j) *Once you have filled in the form you must remember to sign and date it.*