

## Who may renew an IP registration?

The registration of an IP right may be renewed at the request of any of the following:

- A registered patent agent;
- A trade mark agent;
- A design right agent;
- A trade mark proprietor;
- A patent proprietor (ordinarily resident in the Bailiwick of Guernsey)

## How can I find out the renewal date of an IP registration?

It is possible to check the details of a trade mark online using <u>www.greg.gg</u> and selecting 'IP Search'. A search can be made by registration number, text or image.

Once the mark has been found, click the green view details icon. The summary page will show details of the mark—including the renewal date.

With regard to patent registrations, it is possible to check the details on the Guernsey Patent Register which is published on the Intellectual Property Office website <a href="https://www.guernseyregistry.com/ipo">www.guernseyregistry.com/ipo</a>. Once you have identified the patent you can click on the 'statement of the register' pdf which will contain the next renewal date.

## How do I renew an IP registration ?

An application to renew a trade mark may be made quickly and easily online using the Online Services Portal at <a href="www.greg.gg">www.greg.gg</a>. Payment may be made online using a High Volume Client Account or a credit/debit card. (See separate guidance for completing this submission online.)

Alternatively the application may be made by completing a 'Renewal of IP Registration' form (available from the Intellectual Property Office or on the IPO website at <a href="https://www.guernseyregistry.com/ipo">www.guernseyregistry.com/ipo</a>. Please note that ALL patent registrations must be renewed by paper form.

When renewing registered IP rights, consideration should be given to the time periods that the legislation allows for renewals to be completed. For example, an application to renew a trade mark may be made up to 6 months in advance of the renewal date and may also be made up to 6 months after the renewal date (subject to the payment of the necessary late fees).

In the case of any uncertainty regarding renewal dates, independent legal advice should be sought.



## How do I complete the paper form?

Completing the paper form is straightforward. However, you will need to ensure that you have the following information:

- The Guernsey IP reference number of the IP right to be renewed;
- In the case of a trade mark renewal, details of the classes that are registered and those that you wish to renew;
- The renewal date of the trade mark or the year of the patent;
- The necessary fee.

The purpose of this guidance note is to provide guidance on certain issues that should be considered with regard to IP renewal.

It is not intended to be definitive legal advice and should not be relied upon as such.

The interpretation of Intellectual Property legislation is a matter on which the Guernsey Registry cannot advise and individual/companies need to form their own view on compliance with the legislation.

Independent legal advice is advised where there is any uncertainty.

Communications Manager February 2012

