

**NOTES TO THE MODEL INTERNATIONAL REQUEST FORMS UNDER THE PLT  
CERTIFICATE OF TRANSFER**

These Notes have been prepared by the International Bureau of the World Intellectual Property Organization (WIPO) for explanatory purposes only. They are intended to facilitate the filling in of the "Certificate of Transfer" form. Where a conflict exists between the Notes and the provisions of the Patent Law Treaty and its Regulations, the latter prevail. No Note has been provided where no explanation appears to be required. The form and these Notes may be downloaded from WIPO's website at: <http://www.wipo.int/treaties/en/ip/plt/forms.html>.

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**TITLE OF THE FORM**

This certificate of transfer is intended to fulfill the requirements regarding an uncertified certificate of transfer of ownership by contract under PLT Rule 16(2)(a)(iii) in relation to a request for recordation of a change in the person of the applicant or owner.

The name of the national or regional patent Office to which the certificate of transfer is submitted for the purpose of the recordation of a change in the person of the applicant or owner should be indicated over the dots.

**BOX No. I**

As regards the identification of the patents, reference is made to WIPO Standard ST.1.

**BOX No. II**

**Extent or Scope of Transfer of Ownership:** The extent or scope of transfer of ownership referred to in this Box applies to all application(s) and/or patent(s) indicated in Box No. I. In the case of partial transfer of ownership, the scope of the partial transfer of rights, for example, may be provided on an additional sheet, if required by the applicable law.

**BOX Nos. III and IV**

**Names and Addresses:** The family name (preferably in capital letters) must be indicated before the given name(s). Titles and academic degrees must be omitted. Names of legal entities must be indicated by their full official designations.

The address must be indicated in such a way that it allows prompt postal delivery; it must consist of all the relevant administrative units (up to and including the indication of the house number, if any), the postal code (if any), and the name of the country. Only one address may be indicated per person.

**Telephone, Facsimile and/or E-mail Addresses** should be indicated for the persons named in Box Nos. III and IV in order to allow rapid communication with those persons, if necessary. Any such number should include the applicable country and area codes.

**BOX Nos. V and VI**

**Signature:** The certificate of transfer must be signed by both the applicant and the new applicant, or by both the owner and the new owner. If there are several of them, all must sign or use their seals in accordance with the applicable national/regional law. Where the signature on the certificate is not that of the applicant/owner, but that of the representative, a separate power of attorney appointing the representative may be required.

**Date:** Where the indication of the date of the signature or seal is required by the applicable law, but is not supplied, the date on which the signing is deemed to have been effected shall be the date on which the certificate was received by the Office or, if the applicable law so permits, a date earlier than the latter date (see PLT Rule 9(2)).