



## WORLD INTELLECTUAL PROPERTY ORGANIZATION

34, chemin des Colombettes, P.O. Box 18, CH-1211 Geneva 20 (Switzerland)  
☎ (41) 22 338 91 11 – Facsimile (International Trademark Registry): (41) 22 740 14 29  
e-mail: [intreg.mail@wipo.int](mailto:intreg.mail@wipo.int) – Internet: <http://www.wipo.int>

### **MADRID AGREEMENT AND PROTOCOL CONCERNING THE INTERNATIONAL REGISTRATION OF MARKS**

#### **Amendment of the Administrative Instructions**

#### **Electronic Communications and Modes of Payment**

1. In accordance with Rule 41(1)(a) of the Common Regulations under the Madrid Agreement Concerning the International Registrations of Marks and the Protocol Relating to that Agreement, the Director General of the World Intellectual Property Organization (WIPO) has, after consulting the Offices of the Contracting Parties, amended Sections 7, 11 and 19 of the Administrative Instructions for the application of the Madrid Agreement and Protocol.
2. Section 7, entitled “Signature”, and Section 11, entitled “Electronic Communications; Acknowledgement and Date of Receipt of Electronic Transmission by the International Bureau” have been revised in order to accommodate the expansion of the electronic communication platform put in place by the International Bureau to electronic communications between the International Bureau and users.
3. Section 19, entitled “Modes of Payment”, has also been revised so as to allow that, in the context of electronic communications, fees due to the International Bureau may be paid by credit card. However, it is to be noted that revised Section 19 no longer provides for payment by banker’s cheque and payment by cash.
4. Sections 7, 11 and 19 of the Administrative Instructions, as revised, are reproduced in the Annex to the present information notice. They will become effective on January 1, 2008.

December 17, 2007

ADMINISTRATIVE INSTRUCTIONS FOR THE APPLICATION OF THE  
MADRID AGREEMENT CONCERNING THE INTERNATIONAL  
REGISTRATION OF MARKS AND THE PROTOCOL  
RELATING THERETO

(as in force on January 1, 2008)

[...]

**Part Three**  
**Communications with the International Bureau; Signature**

[...]

*Section 7: Signature*

A signature shall be handwritten, printed or stamped; it may be replaced by the affixing of a seal. As regards the electronic communications referred to in Section 11(a)(i), a signature may be replaced by a mode of identification agreed upon between the International Bureau and the Office concerned. With respect to the electronic communications referred to in Section 11(a)(ii), a signature may be replaced by a mode of identification to be determined by the International Bureau.

[...]

*Section 11: Electronic Communications; Acknowledgement  
and Date of Receipt of Electronic Transmission  
by the International Bureau*

(a) (i) Where an Office so desires, communications between that Office and the International Bureau, including the presentation of the international application, shall be by electronic means in a way agreed upon between the International Bureau and the Office concerned.

(ii) Communications between the International Bureau and applicants and holders may take place by electronic means, at a time and in a manner and format to be determined by the International Bureau, the particulars of which shall be published in the Gazette.

(b) The International Bureau shall promptly and by electronic transmission inform the originator of an electronic transmission of the receipt of that transmission, and, where the electronic transmission received is incomplete or otherwise unusable, also of that fact, provided that the originator can be identified and can be reached.

(c) Where a communication is by electronic means and, because of the time difference between the place from where the communication is sent and Geneva, the date on which the sending started is different from the date of receipt by the International Bureau of the complete communication, the earlier of the two dates shall be considered as the date of receipt by the International Bureau.

[...]

**Part Seven**  
**Payment of Fees**

*Section 19: Modes of Payment*

Fees may be paid to the International Bureau

- (i) by debit to a current account with the International Bureau,
- (ii) by payment into the Swiss postal account or to any of the specified bank accounts of the International Bureau,
- (iii) by credit card, where, in the context of an electronic communication envisaged in Section 11, an electronic interface for online payment has been made available by the International Bureau.