



# ■ Hague System Online Resources and Tools

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World Intellectual Property Organization

**Online**  
**November 2, 2022**



- Go to: [menti.com](https://menti.com)
- Enter code: 6785 7140

# 1. Quick Review



**Efficient**



**Economical**



**Easy**



**Efficient**

## **CENTRALIZED MANAGEMENT**

### **ONE**

- International application
- Application language
- Set of fees in a single currency
- Modification request

### **UP TO 100**

- Designs in the same Locarno classification in one application



# Economical



1 Design and 7 Reproductions

DOMESTIC NATIONAL / REGIONAL APPLICATION FEES	Swiss francs	HAGUE SYSTEM INTERNATIONAL APPLICATION FEE	Swiss francs
<b>Total</b>	<b>2,637</b>	<b>Total</b> <b>(Savings)</b>	<b>2,277</b> <b>(14%)</b>

**Also:** Costs for foreign attorney or agents at the time of filing are avoided!



**Easy**

**eHague lets you file any time, anywhere**

**Built-in checks integrate mandatory filing requirements**

**Electronic notifications throughout the process**

**Manage your registrations quickly and simply online**

## 2. Resources Before Filing



## Interactive Tools

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Easily accessible from the IP Portal

**Hague System Member Profiles**

**Hague System Fee Calculator**

**International Designs Bulletin**

**Hague Express**

**Global Design Database**

**eHague Demo**

## Reference Resources

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Easily accessible from the Hague System website

**Hague Guide for Users**

**Guidance on Reproductions**

**Guidance on Multiple Designs**

**Hague System Questions & Answers**

**eHague Tutorial**

**Hague System Website**

## 2.1. Interactive Tools

# IP Portal: Unified Navigation

The screenshot displays the WIPO IP Portal interface. At the top, there is a navigation bar with the WIPO IP PORTAL logo, a MENU button, the eHague logo, and links for HELP, ENGLISH, LOGIN, and WIPO. Below the navigation bar is a search bar with the placeholder text "What are you looking for?" and a search icon. To the right of the search bar is a "CLOSE" button. The main content area is divided into two columns. The left column contains a vertical navigation menu with the following items: PATENTS, TRADEMARKS, DESIGNS (highlighted in blue), GEOGRAPHICAL INDICATIONS, DIGITAL EVIDENCE, ASSISTANCE PROGRAMS, MEDIATION AND ARBITRATION, DOMAIN NAME DISPUTE RESOLUTION, and PAYMENTS. The right column contains a list of services and information, including: Search, File & Manage (highlighted in blue), eHague (File and manage international applications to protect your designs and renew your international design registrations under the Hague System.), Hague System Forms (Access all official forms used under the Hague System.), Fee Calculator (Estimate the fees for filing an international application or the renewal of your international registration under the Hague System.), Hague System Member Profiles (Access information on the practices and procedures of Hague System members.), Digital Access Service [DAS] for Applicants (Register and manage priority documents for secure electronic exchange.), and Contact Hague (Raise any queries about the Hague System, request certified copies or priority documents, submit [non-confidential] documents.). On the right side of the main content area, there is a promotional banner for the new version of the WIPO IP Portal, a WIPO Lex section (Free of charge access to legal information on intellectual property [IP].), and a WIPO Academy section (The center of excellence for intellectual property [IP] education and training for WIPO member states.).

# Hague System Member Profiles

Information on the practices and procedures of Hague System members

## HAGUE SYSTEM MEMBER PROFILES

Reset Next

Access a wide range of information on the practices and procedures of Hague System members. Select the member(s) you are interested in, consult the [Hague System website](#).

1 Select members 2 Select details

Which member(s) are you interested in?

Search member

All groupings

No deferment  Examining offices (novelty, see [Article 1\(xvii\) of...](#))  
 Limited deferment  DAS participating offices for design applications  
 Unity of design  OAPI

All members

[OA] African Intellectual Property Organization  [DE] Germany  
 [AL] Albania  [GH] Ghana  
 [AM] Armenia  [GR] Greece  
 [AZ] Azerbaijan  [HU] Hungary  
 [BY] Belarus  [IS] Iceland  
 [BZ] Belize  [IL] Israel  
 [BX] Benelux  [IT] Italy  
 [BJ] Benin  [JP] Japan  
 [BA] Bosnia and Herzegovina  [KG] Kyrgyzstan  
 [BW] Botswana  [LV] Latvia  
 [BN] Brunei Darussalam  [LI] Liechtenstein  
 [BG] Bulgaria  [LT] Lithuania

## HAGUE SYSTEM MEMBER PROFILES

Back Save as PDF Save as Excel Restart

1 Select members 2 Select details 3 Member information

▼ [CA] CANADA

Last update on : Sep 6, 2021

### GENERAL INFORMATION

Contact information  
**Contact for all matters relating to the Hague System**

Industrial Design Office  
Canadian Intellectual Property Office (CIPO)  
Place du Portage, Phase I  
50 Victoria Street, Room C-114  
Gatineau, Quebec K1A 0C9  
Canada



[SI] Slovenia  
 [ES] Spain

# Hague System Member Profiles – Features

- The interface – available in English, French and Spanish – enables you to search in multiple fields and in multiple countries.
- Pre-defined groupings provide at-a-click access to key collated information.
- Results, displayed as a listing by jurisdiction, are available for download in PDF or XLS format.

# Hague System Fee Calculator

Estimate your application fees in Swiss francs (CHF)

WIPO IP PORTAL MENU *Hague System Fee Calculator* 2022  HELP  ENGLISH LOGIN WIPO

## Hague System Fee Calculator

Enter the details below to quickly estimate the application or renewal fees in Swiss francs (CHF)

Type:	International Application	▼
Date:	25.01.2022	▼
Applicant's State of origin (Hague "1960" Act):	Not Selected	▼
Applicant's Contracting Party (Geneva "1999" Act):	Not Selected	▼
Add the number of industrial designs:	1	▼
Add the number of reproduction(s) of the industrial design(s):	1	▼
If using the paper application form, add the number of pages of reproductions: (free if you use the e-filing interface)	0	▼
Add the number of words of description:	0	▼
Locarno Classification (for KR designations only):	1	▼
Economic Status (for US designations):	Undiscounted (default)	▼
Economic Status (for IL designations):	Undiscounted (default)	▼
Economic Status (for MX designations):	Undiscounted (default)	▼

[Continue](#)

Benelux (BX) designation includes Belgium, Luxembourg and the Netherlands  
European Union (EM) designation includes its [27 Member states](#)  
African Intellectual Property Organization (OAPI) designation includes its [17 Member states](#)

### Related Links

- [Schedule of Fees](#)
- [Individual fees](#)
- [FAQs](#)
- [E-filing/Forms](#)

# Hague System Fee Calculator

International registration basic fee	397
International registration fee for additional designs (2 x 19.00 (1 free))	38
Level 1 Standard designation fee (GB) (1 x 42.00)	42
Level 1 Standard designation fee for additional designs (GB) (2 x 2.00 (1 free))	4
<b>Canada (CA)</b>	
Individual designation fee (3 x 303.00)	909
<b>European Union (EM)</b>	
Individual designation fee (3 x 67.00)	201
<b>United States of America (US)</b>	
Part 1 of 2 of Individual Designation Fee (Small Entity)	495
Additional fee where the description exceeds 100 words (per word exceeding 100 words) (50 x 2.00 (100 free))	100
<b>SUB TOTAL: Swiss francs (CHF)</b>	<b>2186</b>
Publication of reproductions (7 x 17.00)	119
<b>TOTAL: Swiss francs (CHF)</b>	<b>2305</b>

■ View an estimate of your application fees.

# International Designs Bulletin

The Bulletin is the official publication of the Hague System. It contains data regarding new international registrations, renewals, and modifications affecting existing international registrations. The search feature below covers entries published in the Bulletin after 2012. For older records, please refer to the Bulletin archives.

Publication Year  Bulletin No. - Publication date

Recording Type

Query

	<input type="text" value="Registration Number"/>	=	<input type="text"/>
AND	<input type="text" value="International Registration Date"/>	=	<input type="text"/>
AND	<input type="text" value="Priority Data"/>	=	<input type="text"/>
AND	<input type="text" value="Locarno Classification"/>	=	<input type="text"/>
AND	<input type="text" value="Indication of Products"/>	=	<input type="text"/>
AND	<input type="text" value="Holder"/>	=	<input type="text"/>
AND	<input type="text" value="Designated Contracting Parties"/>	=	<input type="text"/>

**Shortcuts**

- [Help](#)
- [Bulletin archives 2004-2011](#)
- [Download XML Bulletin](#)
- [Notes on Bulletin information](#)
- [Country Codes \(ST.3\) PDF](#)
- [INID Codes \(ST.80\) PDF](#)
- [Locarno classification](#)



# Hague Express

WIPO IP PORTAL MENU *Hague Express*
HELP ENGLISH LOGIN
WIPO

The Hague Express Database, updated weekly, includes bibliographical data and, as far as international registrations governed exclusively or partly by the 1999 and/or by the 1960 Act(s) of the Hague Agreement are concerned, reproductions of industrial designs relating to published bearing a registration date as from January 3, 1985. International registrations that have lapsed are not removed from the database.

searches ▾
records ▾

**SEARCH BY**

Design Names Numbers Dates Country

Indication of Product ▾ =

Locarno Class =

Description ▾ =

[search](#)

**FILTER BY**

Designation Locarno Class Reg. Year \* Contracting Party \* Expiration \*

CH	76,121	BE	57,593	LU	57,590	NL	57,586	BX	57,584	FR	56,361
DE	56,008	IT	51,776	ES	41,204	EG	39,215	TN	39,172	ID	34,951
MA	34,539	VA	32,911	EM	32,320	AN	31,674	MC	23,619	LI	22,900
HU	15,617	TR	15,055	GR	12,047	US	11,695	UA	9,719	RO	9,656
SI	9,635	SG	9,577	ME	9,108	RS	8,933	MK	8,913	KP	8,086
MD	7,784	NO	7,753	DD	7,357	CW	6,974	BQ	6,974	SX	6,973
VN	6,517	JP	6,322	KR	5,853	BG	5,578	HR	5,066	MN	5,006
SN	4,713	SR	4,605	YU	4,486	GE	3,949	BJ	3,948	KG	3,189

Display:  Sort:

[filter](#)

1 - 10 / 111,614
[edit columns](#)
10 per page
1 / 11,162

	Reg. No	Holder	Reg. Date	Locarno Cl.	Ind. Prod.	Designations	Image
<input type="checkbox"/>	DM/212992	URBIDERMIS, S.L.	2021-03-01	26-05	Support for light fixture	US,EM,GB	
<input type="checkbox"/>	DM/212993	URBIDERMIS, S.L.	2021-03-01	26-05	Light fixture	US,EM,GB	

# Global Design Database

WIPO IP PORTAL MENU
Global Design Database
HELP ENGLISH LOGIN
WIPO

A world-wide collection of industrial designs data; including WIPO Hague registrations and information from participating offices.

**SEARCH BY**

Design Names Numbers Dates Country Priority

Indication of Product =

Design class ▾ =

Description =

**search**

**FILTER BY**

Source Status Designation Locarno Class Reg. Year \* Expiration \* Holder \*

AL Designs	297	BN Designs	191	BW Designs	203
CA Designs	181,038	CH Designs	130,581	CN Designs	6,253,162
CR Designs	1,938	DE Designs	1,223,519	EM Designs	1,406,689
ES Designs	464,723	FR Designs	784,049	GE Designs	2,531
ID Designs	52,461	IN Designs	63,318	IT Designs	49,132
JP Designs	598,850	JO Designs	2,193	KE Designs	1,225
US Designs	802,378	UK Designs	207		

Display: List Sort: Value - asc

**filter**



1 - 10 / 13,393,955 **DESIGN** view

Display: 10 per page options

Sort by Reg. Date - desc


<input type="checkbox"/>	<p><b>NZ ID</b> 428724</p> <p>FLUID CONNECTOR</p> <p>2021-04-01</p> <p>KPR U.S., LLC</p>	
<input type="checkbox"/>	<p><b>NZ ID</b> 428723</p> <p>FLUID CONNECTOR</p> <p>2021-04-01</p> <p>KPR U.S., LLC</p>	
<input type="checkbox"/>	<p><b>NZ ID</b> 428722</p> <p>FLUID CONNECTOR</p>	

# eHague Demo

WIPO IP PORTAL MENU *eHague* HELP  ENGLISH LOGIN 

## EHAGUE

New Filed application(s) Draft(s) eHague communication eHague tutorial

Application language\* 

The application language determines notably the language of the registration certificate.

New application  
 New application using data from a filed application  
 New application from a draft

**Warning**

It is a requirement under the law of the United States of America that, for designs created in the United States of America, the applicant first obtains a license from the United States Patent and Trademark Office (USPTO) before filing outside of the United States of America.

It is a requirement under the law of the Russian Federation that designs created in the Russian Federation by Russian legal entities or nationals are subject to a security clearance procedure by the Federal Service for Intellectual Property (ROSPATENT) to ensure that the designs do not contain state secrets.

[Confirm](#)

# Hague System Interactive Tools

DEMO

## 2.2. Reference Resources

# Hague System Website

Home > IP Services > Hague System On this page ▾

## WIPO | HAGUE

### Hague – The International Design System


Statement of provisions potentially applicable to WIPO global IP services regarding Ukraine and the Russian Federation

The Hague System for the International Registration of Industrial Designs provides a practical business solution for registering up to 100 designs in 77 contracting parties [PDF](#) covering 94 countries, through the filing of a single international application.

- ▶ [Who can use the Hague System?](#)
- ▶ [Where can you obtain protection?](#)
- ▶ [How much does it cost?](#)


Access the [full list of Hague System Q&As](#).

[Contact Hague](#)



(PHOTO: GETTY/GREENBUTTERFLY)

**New to eHague: Download documents directly from your workbench**



**eHague – your digital gateway to international design protection**

File online and manage your design portfolio in over 90 countries

WIPO | HAGUE

[Access the eHague gateway](#)

[wipo.int/hague](https://wipo.int/hague)

# Hague Guide for Users

The screenshot shows the top navigation bar of the WIPO website with links for Media, Meetings, Contact Us, IP Portal, and English. The WIPO logo is on the left. Below the navigation bar is a secondary menu with links for IP Services, Policy, Cooperation, Resources, About IP, and About WIPO. A search bar labeled 'Search WIPO' is on the right. The breadcrumb trail reads 'Home > IP Services > Hague System > Hague Guide for Users'. The main heading is 'Hague Guide for Users' with a sub-heading '(Latest revision: October 2021)'. The main text describes the guide as a comprehensive reference on the Hague System for industrial designs. A 'Download the Guide' button is at the bottom left. A sidebar box titled 'Too much detail?' lists complementary resources: 'Filing your application', 'Managing your registration', and 'Searching designs registered under the Hague System'.

Media | Meetings | Contact Us | IP Portal | English ▾

WIPO  
WORLD  
INTELLECTUAL PROPERTY  
ORGANIZATION

IP Services | Policy | Cooperation | Resources | About IP | About WIPO

Search WIPO 🔍

Home > IP Services > Hague System > Hague Guide for Users

## Hague Guide for Users

(Latest revision: October 2021)

The Hague Guide for Users is your comprehensive reference on the [Hague System](#), walking you through the various steps involved in the international registration of [industrial designs](#). The Guide includes background information and descriptions of Hague System procedures and requirements with relevant legal citations.

[Download the Guide](#)

**Too much detail?**  
Complementary, quick-reference resources to help you with specific parts of the Hague System:

- [Filing your application](#)
- [Managing your registration](#)
- [Searching designs registered under the Hague System](#)

# Hague Guide for Users – Quick Reference

## Hague Services – Filing Applications & Renewing Registrations

The simplest way for you to file your international design applications and renew your international design registrations is using [eHague](#).

Your application – which may include up to 100 designs within one class of the [L Classification](#) – must include [a reproduction of each design](#), and designation of the [parties](#) where you seek protection. You must file your application in English, French or Spanish – the official languages of the Hague System. All applications are subject to the [three types of fees](#).

You can renew all or some of the designs included in your international registration through [many of the designated contracting parties as you wish](#).

Tip! – Wait for the [eligibility](#).

Access

## Searching Protected Designs

Before you file an international application under the [Hague System](#), you can search published designs to find out what your competitors are doing. Remember also to check other sources, for example online magazines, etc.

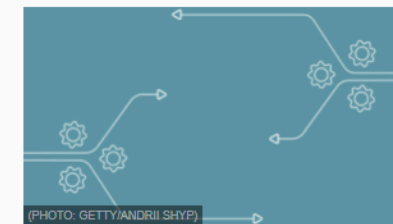
**Important!** While WIPO does not check your international applications for novelty of design, this is an essential requirement when seeking design protection. Designated [contracting parties](#) may issue a refusal based on lack of novelty. Find out more about requirements of contracting parties in [Hague System Member Profiles](#).



FEATURED

## Hague Services – Managing International Registrations

Once you have obtained an international design registration, it's important to keep it up-to-date. You may wish, for example, to make changes relating to ownership, the appointment or cancellation of a representative, or renunciation of an international registration.



registrations through  
designs covered.

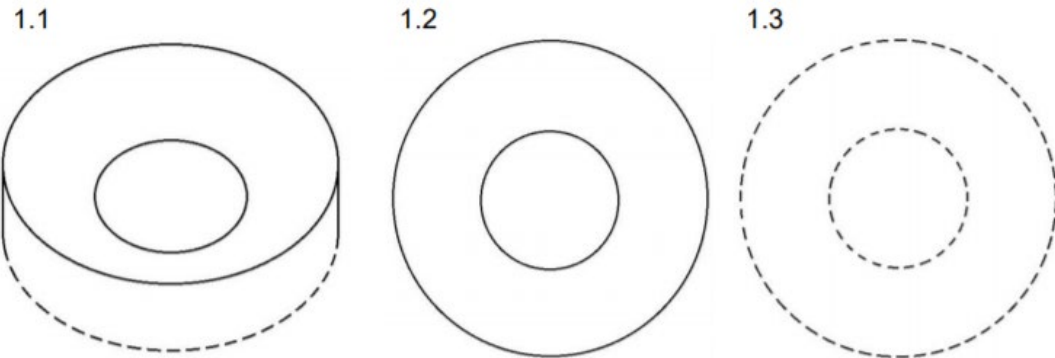


# Guidance on reproductions

## EXAMPLE OF POSSIBLE PROBLEMATIC PRACTICE

The contours of a three-dimensional product with curved surfaces have not been clearly shown in the representation since shading is not provided in the drawings.

*Indication of the product: "Pharmaceutical tablet"*



**Problem:** Reproductions do not include shading.

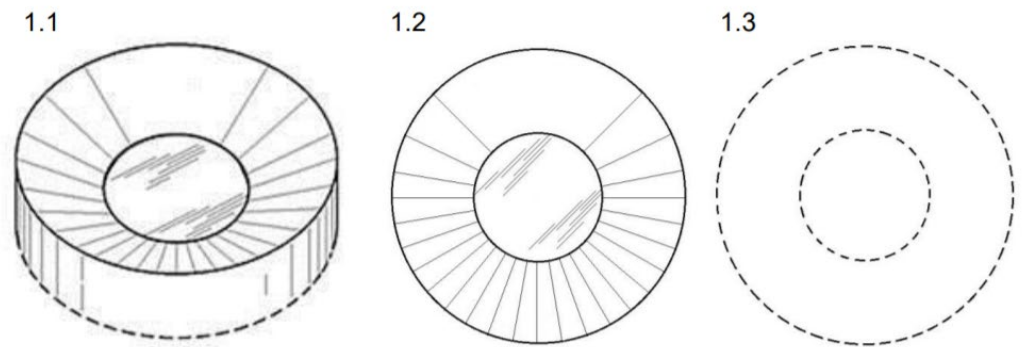
## Guidance

### Provide Shading, Hatching, Dots or Lines that May Be Used to Indicate Relief or Contours of Surfaces of a Three-Dimensional Product

- (a) Shading, hatching, dots, or lines should be provided in the representations<sup>10</sup> where it is difficult to represent relief or contours of surfaces of a three-dimensional product without them<sup>11</sup>.
- (b) Shading, hatching or lines should not be provided on unclaimed subject matter where they may lead to confusion as to the scope of the claimed design.
- (c) The purpose of the shading, hatching or lines provided in the representations should be clearly stated in the description in order to avoid any confusion with patterns on the surfaces<sup>12</sup>.

## Result

### Illustrative Implementations Taking Into Account Guidance No. 3



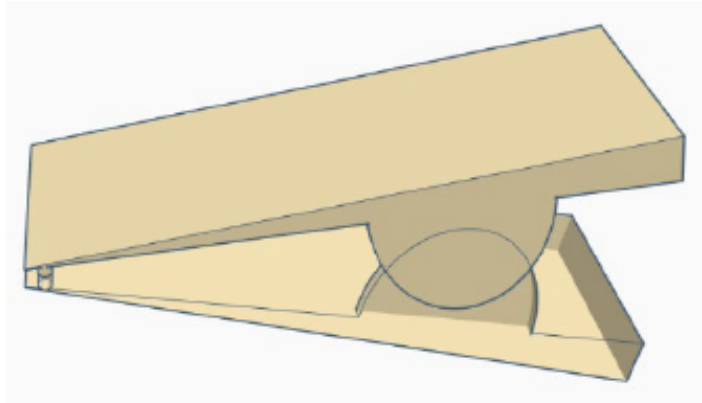
# Guidance on Multiple Designs

The international application contains the following two designs, which belong to the same class of the Locarno Classification (Paper clips: LOC19-02, Crayons LOC19-06). The products and overall shapes of the designs significantly differ.

Example:

*(Design 1) Indication of the product: "Paper clip"*

*(Design 2) Indication of the product: "Crayon"*

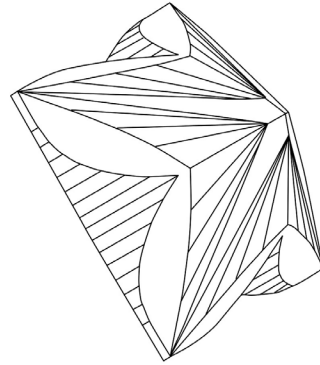
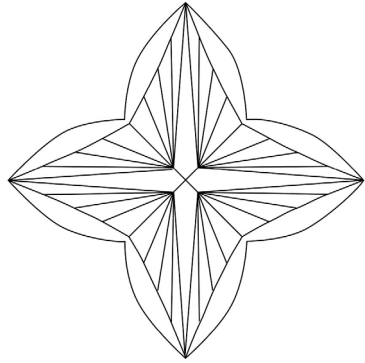


1.1



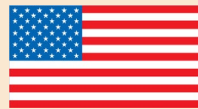
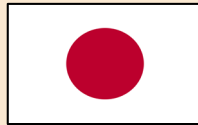
2.1

# Examples



**DM/212544 – Precious Stone**

**Accepted without refusals**



**DM/214366 – Powder Compact**

**Accepted without refusals**



# Hague System Questions and Answers

## Hague System: Questions and Answers

(Latest revision: September 2022)

**Hot topic** – [Designating China in international applications](#)

Find out more...

- [Hague System Digital Information Kit](#)
- [Questions on eHague](#)
- [Questions on designs](#)

### A. Protecting

**Tip!** Designs can provide a wider market reach for the ornamental part of your design, use your design to gain a competitive position and stimulate economic growth.

### B. International applications

#### ▼ 12. How many designs can my international application cover?

You can include up to 100 designs per application. All designs **must** however belong to the same class of the International Classification for Industrial Designs (the [Locarno Classification](#)).

**Tip!** Some contracting parties require unity of design (for details, refer to [Declarations of Contracting Parties](#)). If this requirement is not met, they may refuse the effects of the international registration, pending compliance. **Find out more:** [Guidance on including multiple designs in one application](#).

# eHague Tutorial

## eHague – Filing Tutorial

(Latest revision: May 2022)

This tutorial walks you through the steps involved in filing an international design application online. [Get started](#) to provide feedback or report issues, please [Contact Us](#).

## eHague – Filing demo

Try our [eHague filing demo](#) to create a test version of an international design application from start to finish. Note: You cannot access the demo version of eHague without a WIPO Account. You need to create a 'dummy' WIPO Account, using one of the following methods:

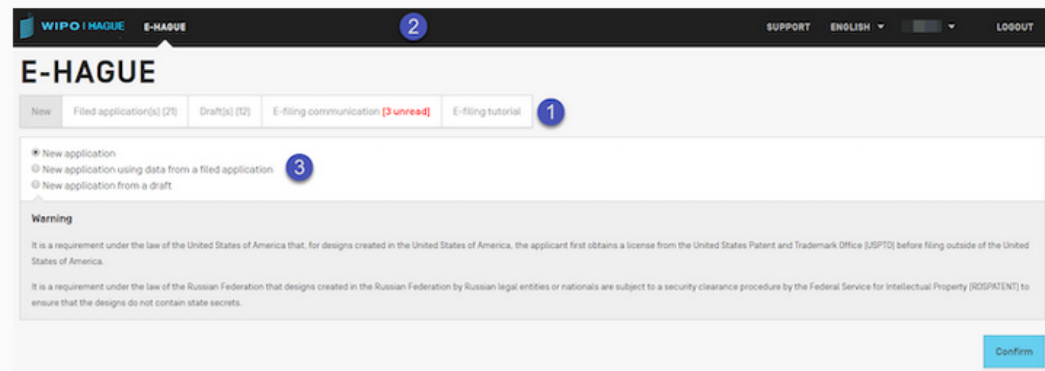
- from the demo login page, click on Create WIPO Account below the login fields;
- complete the form and follow the instructions to validate the account;
- log in to the demo version of eHague using your dummy account.

**Important!** Do not submit any confidential data, documents or payment information.

### Complete your application at your own pace

Your applications are automatically stored and saved in real-time. That means you can always come back and complete them later on.

### General features



### (1) Manage your applications

Using the three tabs at the top of the main dialog box, you can create new applications (*File*), view applications already sent (*Filed applications*), or edit and manage unfinished applications that have been saved (*Drafts*).

The features of the three tabs are described in detail in the following section.

# Hague System Reference Resources

DEMO

# 3. How to file your application

# Using Form DM/1

## DM/1 (E)



### APPLICATION FOR INTERNATIONAL REGISTRATION

#### IMPORTANT

We strongly recommend that you file your international application online using [eHague](#).

**Warning:** When using form DM/1, an extra publication fee of 150 Swiss francs applies per additional page of reproductions.

If using this form:

1. All fields are **mandatory** unless indicated otherwise.
2. You must complete this form electronically; WIPO cannot accept handwritten forms.
3. Please avoid printing and scanning this form. Upload the completed and signed form directly to WIPO through [Contact Hague](#).
4. One international application may contain **up to 100 designs** in the same class of the [Locarno Classification](#).
5. **Reproductions** must be prepared according to [standard requirements](#).
6. **Security clearance** is required by certain domestic laws:
  - designs created in the **Russian Federation**, by **Russian legal entities or nationals**, are subject to a security clearance procedure by the [national Office](#) to ensure that they do not contain state secrets; and

## DM/1 (E)



### APPLICATION FOR INTERNATIONAL REGISTRATION

For use by the applicant

Reference (*optional*):

Number of continuation sheets (*if any*):

This international application is accompanied by the following Annex(es):

I    II    III    IV    V

For use by the Office of indirect filing

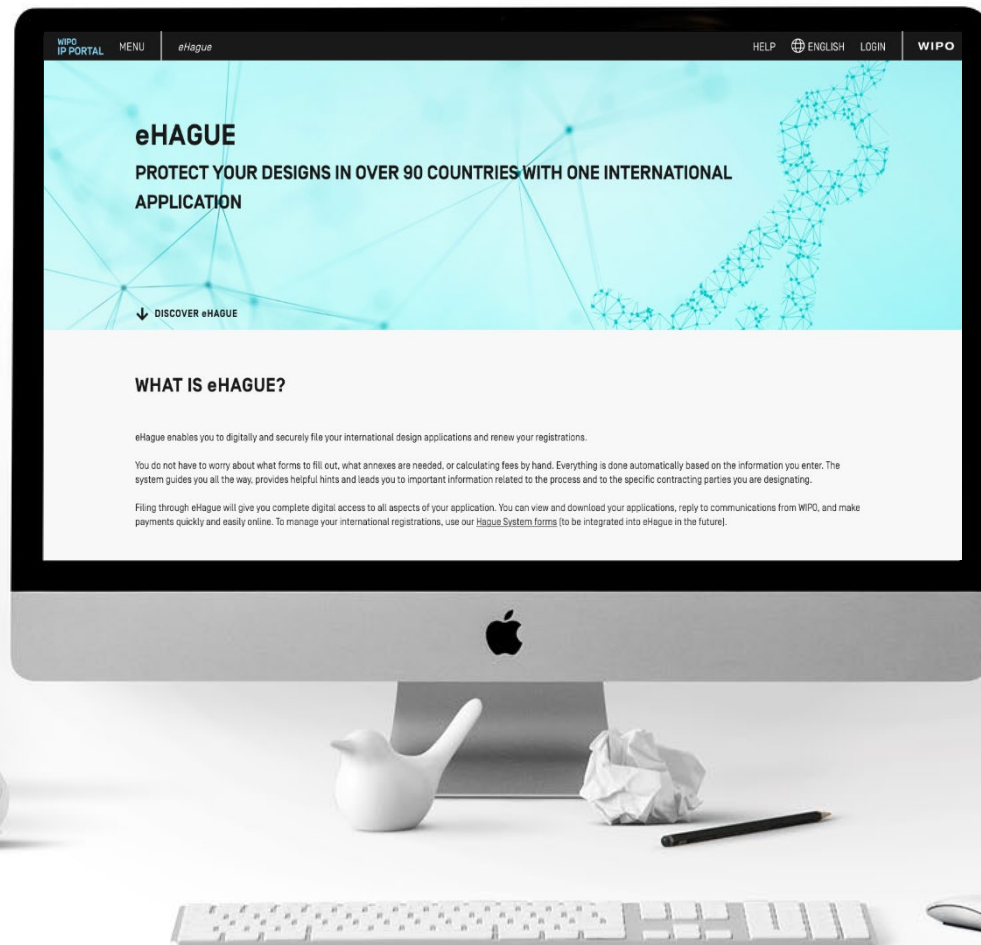
Office transmitting the international application (*if applicable*):

Name of the Office:

Office reference:



# eHague – An Easier Way!



What are you looking for?



CLOSE

PATENTS &gt;

TRADEMARKS &gt;

**DESIGNS** >

GEOGRAPHICAL INDICATIONS &gt;

DIGITAL EVIDENCE &gt;

ASSISTANCE PROGRAMS &gt;

MEDIATION AND ARBITRATION &gt;

DOMAIN NAME DISPUTE RESOLUTION &gt;

PAYMENTS &gt;

Search &gt;

**File & Manage** >

IP Offices &gt;

Statistics &gt;

**eHague**

File and manage international applications to protect your designs and renew your international design registrations under the Hague System.

**Hague System Forms**

Access all official forms used under the Hague System.

**Fee Calculator**

Estimate the fees for filing an international application or the renewal of your international registration under the Hague System.

**Hague System Member Profiles**

Access information on the practices and procedures of Hague System members.

**Digital Access Service [DAS] for Applicants**

Register and manage priority documents for secure electronic exchange.

**Contact Hague**

Raise any queries about the Hague System, request certified copies or priority documents, submit [non-confidential] documents.

Discover the new version of the  
WIPO IP Portal 

**WIPO Lex**

Free of charge access to legal information on intellectual property (IP).

**WIPO Academy**

The center of excellence for intellectual property (IP) education and training for WIPO member states.

## eHAGUE SERVICES

### FILE

Smartly file an application online anytime, anywhere.

Get started

### RENEW

Renew your registration the easy way.

Get started

### MANAGE REPRESENTATIVE

Appoint or cancel a representative

Get started

### MY WORKBENCH

Open my workbench

Get started

**File** – create new applications, view draft or submitted applications, and reply to communication from WIPO.

**Renew** – access the renewal interface to renew registrations (no login is required).

**NEW!** – appoint or cancel a representative and change the contact details of an existing representative.

**NEW!** – view the status of your requests.

# eHague Filing Interface

## EHAGUE

New Filed application(s) Draft(s) [75] eHague communication eHague tutorial

Application language\* ▼

The application language determines notably the language of the registration certificate.

New application  
 New application using data from a filed application  
 New application from a draft

**Warning**

It is a requirement under the law of the United States of America that, for designs created in the United States of America, the applicant first obtains a license from the United States Patent and Trademark Office [USPTO] before filing outside of the United States of America.

It is a requirement under the law of the Russian Federation that designs created in the Russian Federation by Russian legal entities or nationals are subject to a security clearance procedure by the Federal Service for Intellectual Property [ROSPATENT] to ensure that the designs do not contain state secrets.

Confirm

A gateway that allows you to **digitally** and **securely** file your international design applications and renew your registrations.

**Intuitive** – integrates mandatory requirements.

**Automatic** fee calculation.

**Provides** helpful hints.

Leads you to **important** and **relevant** information.

# Application data entry interface

- 1 – Application navigation
- 2– WIPO reference number
- 3 – Close the application to return to the workbench; view a summary; proceed to payment and validation
- 4 – Application language (cannot be changed)
- 5 – Section heading (click to expand and enter data)
- 6 – Available sections

The screenshot shows the WIPO IP Portal interface for application E-HAGUE. The top navigation bar includes 'WIPO IP PORTAL', 'MENU', 'E-HAGUE', 'HELP', and a 'WIPO' logo. Below the navigation bar, a breadcrumb trail lists: 'APPLICANT', 'DESIGNATION', 'DESIGN', 'RELATED DESIGN', 'DESCRIPTION', 'CREATOR', 'CLAIM', 'PRIORITY', 'EXHIBITION', 'OPTIONAL CONTENT', 'PUBLICATION', and 'SIGNATURE'. The main heading is 'WIPO REFERENCE 89920' with 'APPLICATION LANGUAGE : EN' and an 'INFO' link. Three buttons are visible: 'Close', 'Summary', and 'Payment/Validat.'. A vertical red line on the left side of the main content area indicates the available sections: 'APPLICANT', 'DESIGNATION', 'DESIGN', 'RELATED DESIGN', and 'DESCRIPTION'. A horizontal red line points to the 'DESIGN' section, which is marked with a circled '6'.

**Tip:** All sections become editable after an applicant, designation, and at least one design have been recorded.

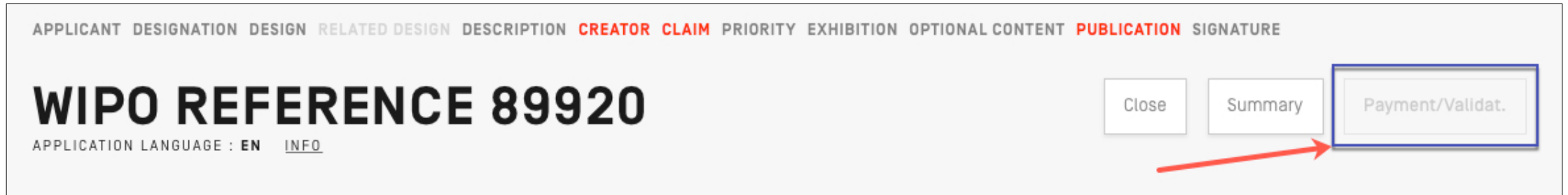
# Built-in Checks

APPLICANT DESIGNATION DESIGN RELATED DESIGN DESCRIPTION CREATOR CLAIM PRIORITY EXHIBITION OPTIONAL CONTENT PUBLICATION SIGNATURE

## WIPO REFERENCE 89920

APPLICATION LANGUAGE : EN [INFO](#)

Close Summary **Payment/Validat.**



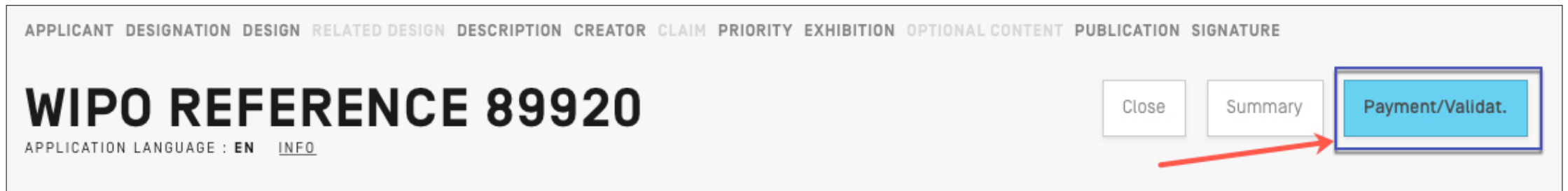
**Tip:** If any required fields are missing you cannot proceed to submit your application.

APPLICANT DESIGNATION DESIGN RELATED DESIGN DESCRIPTION CREATOR CLAIM PRIORITY EXHIBITION OPTIONAL CONTENT PUBLICATION SIGNATURE

## WIPO REFERENCE 89920






APPLICATION LANGUAGE : EN [INFO](#)

Close Summary **Payment/Validat.**



**Tip:** Once all required items are completed, the Payment/Validation button is active.

# Adding and Editing Designs

REPRODUCTION(S)				
<input type="checkbox"/>	No.	File name	View	Type of view
<input type="checkbox"/>	1	1.1.jpg	 <a href="#">Transformations carried out</a>	Notes:    

Upload reproductions

Add image [.jpg or .tif]

Ok

**Tip:** If you upload multiple reproductions at once, use the up and down arrow buttons to organize move your reproductions to the desired order.

# Submission

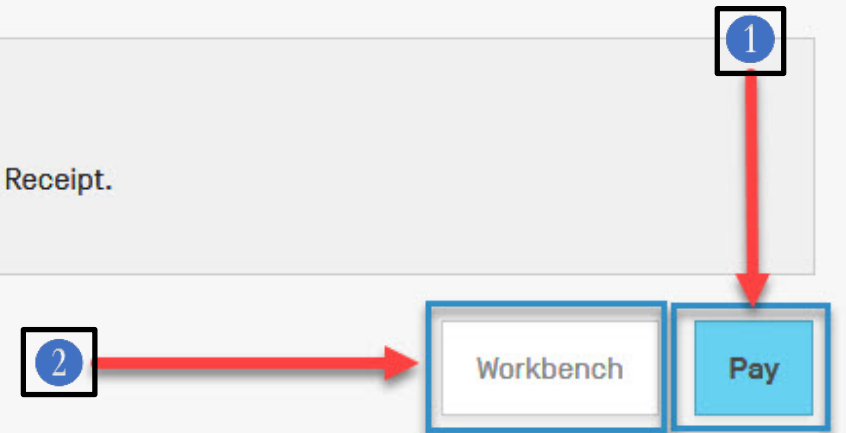
## CONFIRMATION

Your application **WIPO4770** has been successfully submitted to the International Bureau of WIPO.

Click on the "Pay" button below to complete payment or return to your eHague Workbench.

Note: Information on how to pay is also included in the Payment of Fees section in the Acknowledgement of Receipt.

Please use [Contact Hague](#) for any questions or concerns.



**Tip:** Click the “Pay” button to pay now, or you can pay later by returning to your workbench. Payment information is available in the acknowledgement of receipt.



# Filing with eHague

# DEMO

# 4. Making payments

# Payment

## REDUCTION OF US INDIVIDUAL DESIGNATION FEE

Undiscounted (default)

## BREAKDOWN OF FEES, IN SWISS FRANCS (CHF)

International registration basic fee	397.00
Level 1 Standard designation fee (TR) (1 x 42.00)	42.00
Level 2 Standard designation fee (MA) (1 x 60.00)	60.00
Level 3 Standard designation fee (IS) (1 x 90.00)	90.00
Individual designation fee (CA) (1 x 300.00)	300.00
Individual designation fee (JP) (1 x 665.00)	665.00
Individual designation fee (KR) (1 x 210.00)	210.00
Part 1 of 2 of Individual Designation Fee (Undiscounted) (US)	908.00
Publication of reproductions (8 x 17.00)	136.00
<b>Total</b>	<b>2808.00</b>

## PAYMENT OF FEES

Please enter the following one-time reference **EPAY-IWBR-SEBL** to retrieve your payment details after accessing our payment portal: <https://www3.wipo.int/epayweb2/>.

When paying through the payment portal you will receive a payment basket reference beginning with EPMT – please note and save this reference or your payment confirmation for any related support.

You will find further details on the available payment methods at: <http://www.wipo.int/finance/en/hague.html>.

- If you choose to return to your workbench, when you are ready to pay download your Acknowledgement of Receipt and note the one-time reference indicated in the “Payment of Fees” section (highlighted in the image to the left).
- Go to our payment portal to proceed with payment:

<https://www3.wipo.int/epayweb2>

# Payment

## PAYMENT DETAILS

Your WIPO account is currently associated to the customer **144054 WIPO** for billing purposes, if this is incorrect please [contact us](#).

Payment method

- Bank transfer
- Credit card
- Current Account at WIPO
- PayPal

Total amount due **CHF 995.00**

[Go back](#) [Continue](#)

- Choose your payment method and click "Continue"

# Payment

## PAYMENT DETAILS

Continue

**Payment Success** Your payment was successful. You will shortly receive a confirmation by e-mail.

### BASKET STATUS

This section shows information about the payment transaction that was made, the reference numbers shown here are useful for us to help you in the case that you have any questions regarding this payment transaction.

Payment subject Fee for Hague electronic filing	Basket number EPMT-IHDK-PL9I	Amount due 995.00 CHF
	Basket status Processing	Payment status Paid
	Transaction number DMEDEN-200165248	Payment method Credit card

- Payment success screen (click “Continue” to return to the eHague workbench)

# Payment

## EPMT-IRDN-3V97

### PAYMENT DETAILS

Beneficiary	WIPO/OMPI
IBAN	CH51 0483 5048 7080 8100 0
SWIFT/BIC	CRESCHZZ80A
Bank	Credit Suisse, 1211 Geneva 70, Switzerland
Reference	EPMT-IRDN-3V97

### BASKET

Payment subject	Fee for Hague electronic filing
Amount	524.00 CHF
Payment method	Bank transfer
Date (dd/mm/yyyy)	20/05/2020

### PAYMENT ITEMS

Payment number	Item	Description	Amount
EPAY-IRDL-PGOH	HAG/WIPO4810		524.00 CHF

Please include the reference EPMT-IRDN-3V97 on the transfer order.

The International Bureau of WIPO will send an acknowledgement of receipt to the person or entity effecting a payment to a WIPO bank account within 10 days from such receipt. If the aforementioned acknowledgement is not received within the said period, please inform the International Bureau of WIPO.

[Contact Us](#)

- You will receive a confirmation email upon successful payment

# 5. Examination of your application

# Examination by the International Bureau

- Formal examination by the International Bureau (formalities+ examination)
  - Practice notes
  - Informal case review with Offices
- Issuance of irregularity letter in case of defect
- Time limit of **3 months** to file response



# Irregularities

## ■ What is an irregularity?

-> The international application (IA) fails to fulfill applicable requirements after a formality examination by the International Bureau.

-> Two types: those that **postpone the filing date** and those which do not.

## ■ What are the timelines?

-> An irregularity notification is issued during examination

-> A reply must be made within three months from the notification date

# Common defects in Hague applications

**Oath not signed or mismatch between name and signature**

**Product indication is vague or not precise**

**Fees unpaid**

**Micro-entity declaration not signed**

**Mismatch between product indication and claim (soft check by IB)**

**Reproduction quality / reproduction not upright**

**Explanatory text or legends in reproductions**

**Number of designs**

**The article is not shown alone**

# Irregularities that postpone the filing date

**The international application is not in a prescribed language**

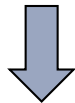
**An express or implicit indication that international registration under the 1999 or 1960 Acts is sought is missing**

**Information related to the identity of the Applicant is missing**

**Insufficient contact details to enable the applicant or its representative to be contacted**

**There are no reproductions in the international application**

**There are no designated Contracting Parties in the international application**



**The filing date is the date on which the correction was received.**

# Observations

The examiner may notify the Applicant of observations.

Observations do not always require an action from the Applicant or Representative (if any)



## Example:

The description will read as follows: *In figures 2.1 to 2.7 the dashed lines represent features which form no part of the design and are not claimed.*

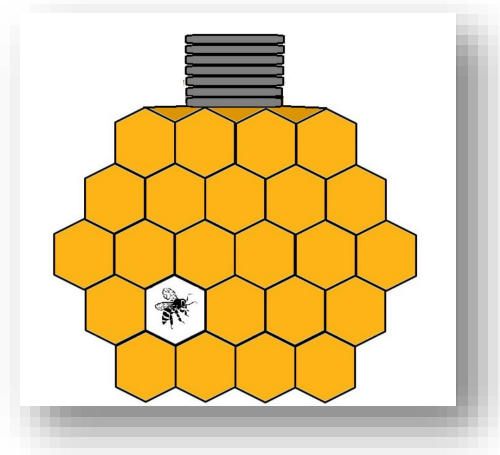
# Common irregularities

## Case 1: Number of designs

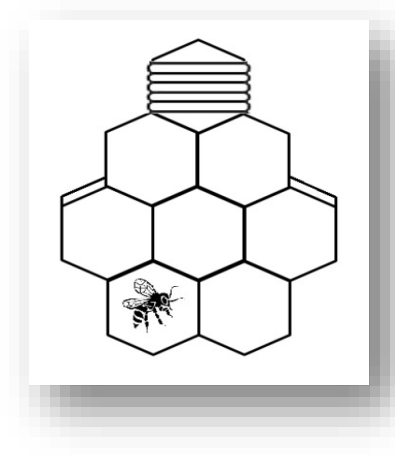
The number of designs indicated in IA is different from the number of designs for which reproductions were received.

**Example:** Reproductions 1.1 to 1.2 represent different designs due to the difference in the appearance. The fees for each additional design must be paid accordingly.

**Not Acceptable 1.1**  
**Acceptable 1.1**



**1.2**  
**2.1**



**Solution: Confirm in writing that the number of designs in the IA is 2.**

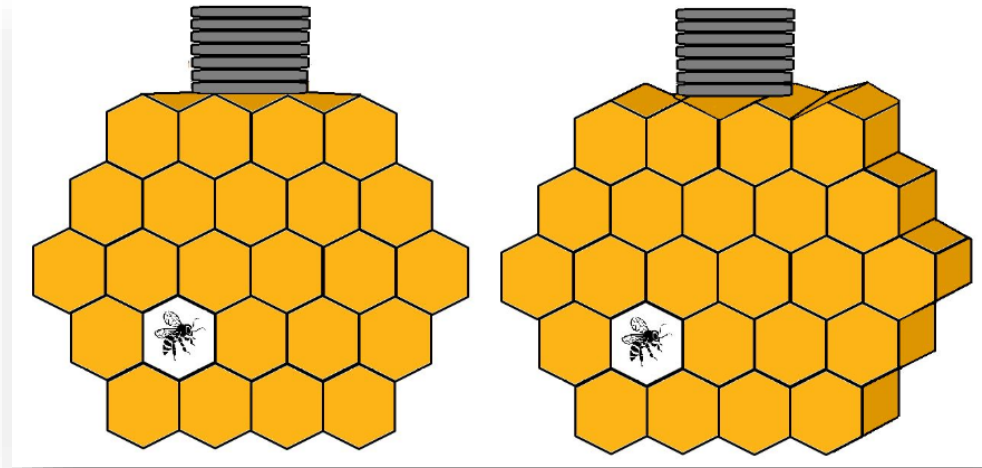
# Common irregularities

## Case 2: Multiple views in one reproduction

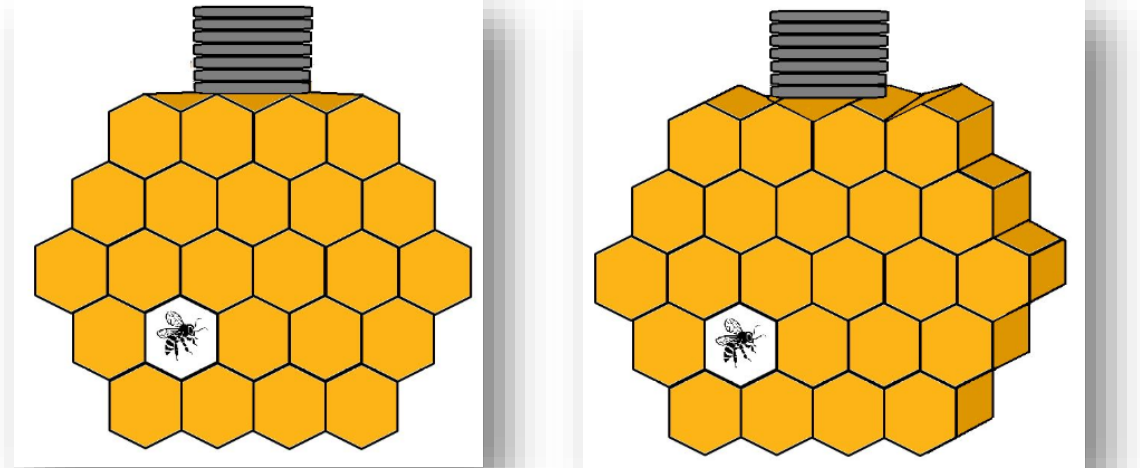
Reproduction should not include multiple views.

**Example:** Reproduction 1.1 includes multiple views, and therefore does not comply.

**Not acceptable**



**Acceptable**



**Solution: Send a new copy of the reproductions, one view per reproduction.**

# Common irregularities

## Case 3: Product Indication

The indication of product is **vague**, as **more than one product** (honey jars & bottle) are not allowed for a single design.

**Example:** The indication of the product or products which constitute the industrial design 1. **“honey jars, bottles” is not appropriate.**

**Not acceptable**

DESIGN N°1

Locarno Subclass 1  
Product indication Honey jars, bottle



**Acceptable**

DESIGN N°1

Locarno Subclass 1  
Product indication Honey jars



**Solution:** Indicate in writing the identification of the product, preferably by using the terms appearing in the list of goods of the Locarno Classification, and to select one.

# 6. Managing your registrations

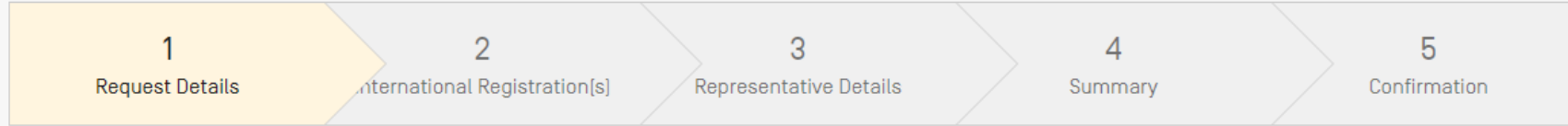


# What can you manage online?

- ✓ Application (DM/1)
- ✓ Renewal (DM/4)
- ✓ Appoint a representative (DM/7)
- ✓ Change representative name and/or address (DM/8)
- ✓ Cancel a representative (DM/9)



# MANAGEMENT OF REPRESENTATIVE



## REQUEST DETAILS

You may use this form to appoint a Representative to act on your behalf to manage your International Registration before the International Bureau (WIPO); request a recording of a change in the contact details (including name or address) of the Representative already recorded in the International Register; or to cancel a Representative.

A single form may be used by the Holder to request the Appointment, or the cancellation of a Representative for multiple International Registrations provided that all registrations listed are recorded in the name of the Holder making the request. A single form may also be used by a Representative to request a change in contact details, or to cancel the Appointment of a Representative for multiple International Registrations provided all registrations listed are recorded in the name of the Representative making the request.

I am \*

- The recorded Holder  
 The recorded Representative

My request concerns \*

- The Appointment or Replacement of a representative  
 A change of name and/or contact details of an existing representative  
 The cancellation of a representative

Next



# MANAGEMENT OF REPRESENTATIVE



## APPOINTMENT OR REPLACEMENT OF A REPRESENTATIVE

### CONFIRMATION

Thank you for your request.

We confirm receipt of your request for the Appointment of a Representative. Your request has been submitted for signature and, if signed within the applicable deadline, will be submitted to the International Bureau. To monitor the status of this request, log in to eHague and click on the Requests tab.

The details of your request are below. If there are any problems concerning these details or you have any further questions, comments or suggestions, please contact us as soon as possible at Contact Hague.

Date of Request **May 17, 2022**  
WIPO Reference/Request Number **970135609**  
Your Reference **ABC123**  
International Registration Numbers: **DM/200001**

#### New Representative Details

Jane Smith  
123 South Street, 123456, New York New York, United States of America  
+1 123 456 7890  
address@website.com

Close

The International Bureau of WIPO received a request for Change in representative name/address. Please be advised that the validity period of the electronic signature link has expired without an electronic signature having been made. This request is now considered abandoned.

You can view this Change in representative name/address request and its status in eHague.

Request References:

**Date of Request:** 22 Feb 2022  
**Your reference:**  
**Change in representative name/address:** legal entity Name  
legal entity street  
legal entity Town 12345  
legal entity Region AU  
legalEntity@email.com  
**International Registration Number:** DM/200000

Please refer to WIPO's [official information](#) for any questions on Hague System electronic notifications.

World Intellectual Property Organization  
34, chemin des Colombettes | CH-1211 Geneva 20 | Switzerland | [www.wipo.int](http://www.wipo.int)



World Intellectual Property Organization  
34, chemin des Colombettes | CH-1211 Geneva 20 | Switzerland | [www.wipo.int](http://www.wipo.int)



# eHague My Workbench

## MY WORKBENCH

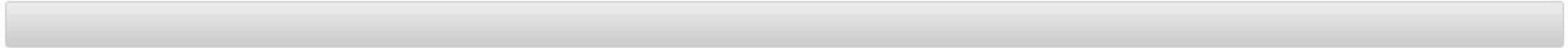
All Applications Changes

IB Reference ↕	Request Type	Processing Status	Submission Date ▾	Registration Number(s)	Actions
<input type="text"/>	<input type="text"/>	<input type="text"/>	dd/mm/yyyy	<input type="text"/>	
970135609	Appointment of Representative	PROCESSING	17 May 2022	DM/200001	<a href="#">View</a>

<< < 1 > >> 10 ▾

# eHague Renewal

## International designs E-Renewal System



Please enter your **International Registration Number (IRN)**:

(for example: 123456, 123456A) \*

SUBMIT

This application enables you to **renew** the international registration. Please follow instructions provided on each screen.

Online payment of the renewal fee, either by WIPO Current Account or by credit card, is made on last screen.

In order to pay by WIPO Current Account, you will need to provide the **username** and **password** that WIPO provided you when you opened the Current Account. **The username and password are the same as those your company uses to consult its WIPO Current Account (please contact your company's Finance department).**

[RSS](#) | [Contact us](#) | [Terms of use](#)

# What can't you manage online?



**Change in ownership (DM/2)**



**Coming Soon!**



**Limitation (DM/3)**



**Renunciation (DM/5)**



**Change in holder name/address (DM 6)**

# How to manage with forms

- Where can I find them?

<https://www.wipo.int/hague/en/forms/>

- How do I fill them out?

<https://www.wipo.int/hague/en/forms/instructions.html>



# How to manage with forms



**Important!** Forms must be completed **electronically**. WIPO **cannot accept** handwritten forms!

# How to manage with forms

## PAYMENT OF FEES

### 1. Amount of Fees (in Swiss francs)

One international registration

144

each additional international registration: 72 x  international registrations =

0

**TOTAL**

= 144

### 2. Instruction to debit from a Current Account at WIPO

WIPO is hereby instructed to debit the required amount of fees from the following Current Account at WIPO (if this item is completed, it is not necessary to complete items 3 or 4 below):

Holder of the account:

Account number:

Identity of the party giving the instruction:

Full name or authorized user name

**Tip:** Forms will calculate fees automatically.

# How to manage with forms

## 3. Payment already acknowledged

This must refer to a payment that you have previously sent to WIPO and wish to use for this request.

Identity of the party which made the payment:

  
Full name of the bank account holder

WIPO receipt number:

  
Receipt number of your previous payment(s)

**Tip:** If you have already made payment, indicate your receipt number on the form.

**Tip:** You can find the receipt number on the receipt you received from WIPO (the Reference).



WORLD INTELLECTUAL PROPERTY ORGANIZATION      ORGANISATION MONDIALE DE LA PROPRIÉTÉ INTELLECTUELLE

---

QUITTANCE / RECEIPT

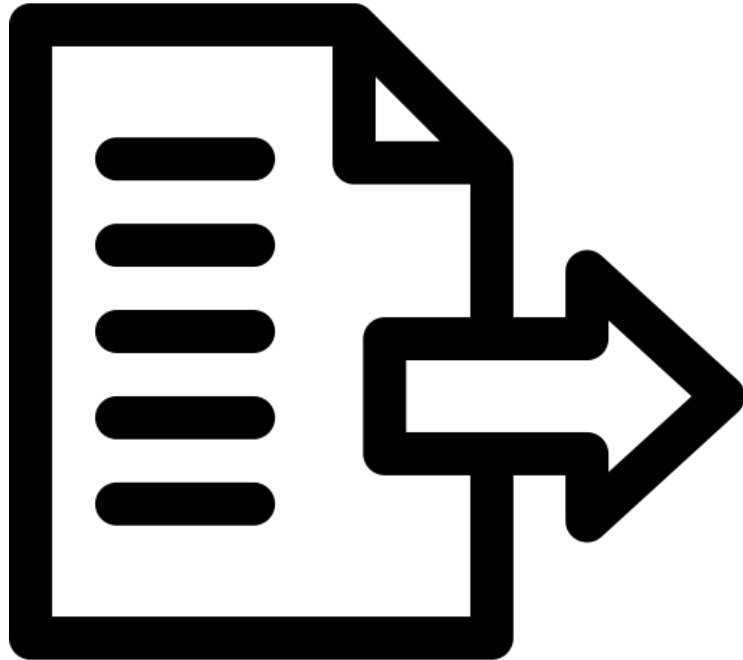
---

Reference:            20220035943  
Transaction:        INDES/51473/1  
Client:                138042

INVENSINC  
5F ARENA(JAESONG)BLDG  
425 EONJU-RO GANGNAM-GU  
SEOUL  
RÉPUBLIQUE DE CORÉE

Genève / Geneva    29 Apr 2022

# Sending your forms to WIPO



Use the **Hague Document Upload** service.

**Do not** send by email!

# Sending your forms to WIPO

## Contact Hague

Use this form to make an enquiry, submit documents or to request a priority document.

I am:\*

### Hague Customer Service

- Tel: +41 22 338 7575 (Monday to Friday – 9:00-18:00 Central European Time [CET](#))

### Want to send us documents?



Access [Hague System Document Upload](#) your WIPO Account. [Upload instructions](#).

### Email updates

[Hague News](#) – [Information Notices](#) and updates on developments in the Hague System.

<https://hague.wipo.int/document>

# Sending your forms to WIPO

WIPO IP PORTAL MENU *Hague Document Upload* HELP TEST ACCOUNT   WIPO

[Home](#) › [IP Services](#) › [Hague System](#) › [Hague Document Upload](#)

## Submit Documents to WIPO

Select user type

Natural person     Legal entity

Email address

Send separate email confirmations for each form submitted.

**Important!** You need to log in with your **WIPO account** to use the Hague Document Upload.

**Instructions:** <https://www3.wipo.int/contact/en/hague/hdu-help.html>

# Sending your forms to WIPO

Select user type

Natural person     Legal entity

Email address

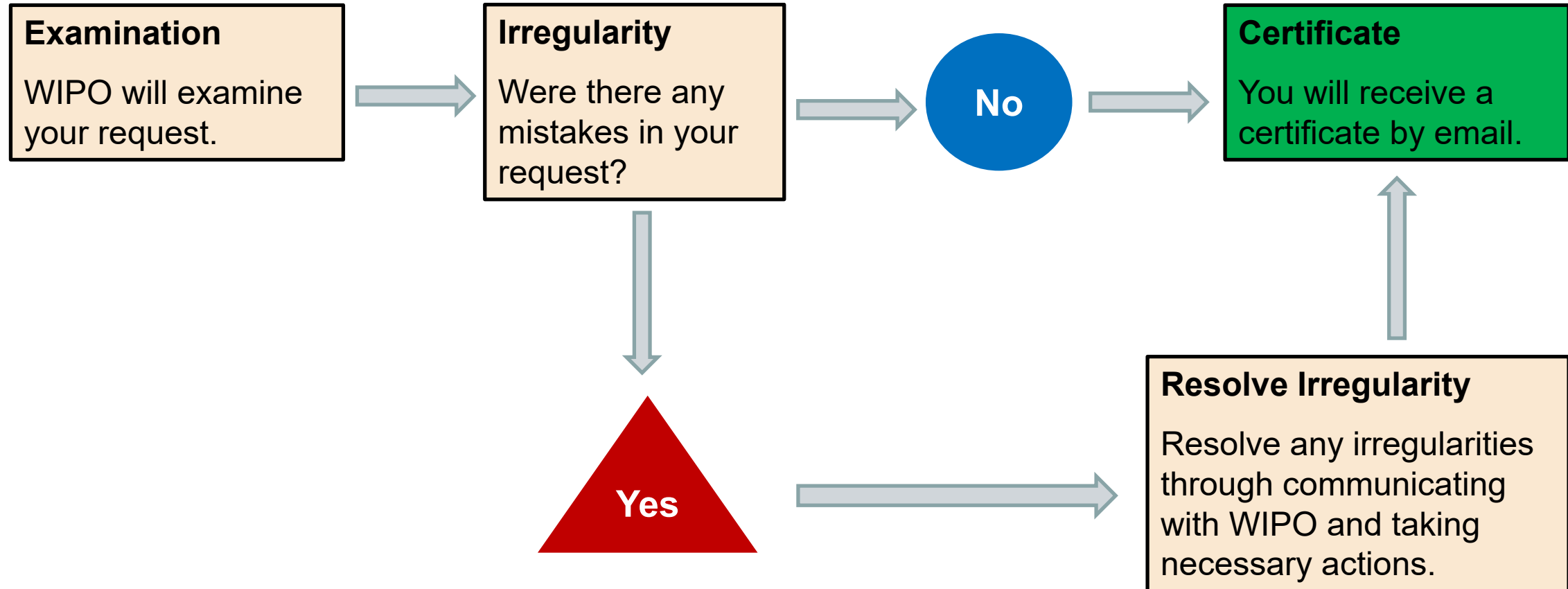
  

Send separate email confirmations for each form submitted.

**Important!** The submission confirmation will go to the email address entered here, and not the email address associated with your WIPO account.

You will receive one submission confirmation email for each document uploaded by ticking this box.

# Processing modification requests





# | 7. Communicating with WIPO

# Communicating with WIPO about your Application

WIPO | HAGUE E-HAGUE SUPPORT ENGLISH ▾ JONAH ▾ LOGOUT

## COMMUNICATION

Action required (3) No Action Required Archived E-filing workbench E-filing tutorial

Reference ▾	Type ▾	Letter ▾	Date ▾	Status ▾	Applicant(s) ▾	
WIPO3969 / 967333301	Invitation to correct irregulari...	9673345	23/06/2016	A - Replied on 23/06/2016		Reply
WIPO3960 / 967333701	Invitation to pay	9673344	06/06/2016	A - Waiting for payment ⓘ		
WIPO3968 / 967334101	Invitation to correct irregulari...	9673343	28/07/2016	A - Replied on 28/07/2016		Reply



Click the Reply button to initiate a Reply.

# Communicating with WIPO about your Application

**REPLY FOR WIPO3968 / REQUEST 967334101 - LETTER 9673343**

Subject: Reply for notification concerning application WIPO3968 / 967334101

Reply Clear

Document(s) attached (PDF only)

Select a type of document:  
Power of attorney

Upload PDF Add document [.pdf]

Reproduction(s) (jpg or tif only)

Design No.

Repro. No.

Type of view

Upload reproductions Upload


Cancel Submit your reply

- Your reply can include write free text, submission of additional documents, or replacement reproductions.

# 8. How to find help

# Hague Customer Service

Assisting you throughout the lifecycle of your international design applications and registrations

Contact Hague HELP  ENGLISH

## Contact Hague

**I am:\***

an international design registration applicant, holder or representative

**User type:\***

natural person

**My request concerns:\***

application

### Hague Customer Service

- Tel: +41 22 338 7575 (Monday to Friday – 9:00-18:00 Central European Time [CET](#))

WIPO official holidays

### Want to send us documents?

Access [Hague System Document Upload](#) using your WIPO Account. [Upload instructions](#).



- Go to: [menti.com](https://menti.com)
- Enter code: 6198 8210

