

C.PCT 1227

The Director General of the World Intellectual Property Organization (WIPO) presents his compliments and, referring to circular C.N 3090 dated March 26, 2010, which concerns the Forty-Eighth series of the Assemblies of the Member States of WIPO, including the *Patent Cooperation Treaty (PCT) Union Assembly*, which will take place at the International Conference Centre Geneva (CICG), 17, rue de Varembe, Geneva, from September 20 to 29, 2010, has the honor to advise that the travel expenses and subsistence allowance of one delegate from each Member State of the *PCT Union* will be financed from the funds of that Union, at the express request of any concerned Member State.

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In the event that any Member State of the *PCT Union* desires financing, it would be appreciated if the attached designation form could be completed, giving the relevant details concerning the representative whose travel expenses should be paid for by WIPO. This form should be returned to the WIPO Secretariat ([Assemblies@wipo.int](mailto:Assemblies@wipo.int)) no later than August 6, 2010, in order to allow the Secretariat to make the necessary arrangements. It will not be possible to ensure funded travel for designations and to get assistance in the deliverance of visas after that date.

May 7, 2010



Enclosure: participation form

Designation of the representative who will receive an air ticket  
and subsistence allowance from WIPO for the  
Ordinary Session of the Assembly of the PCT Union  
September 20 to 29, 2010

**(to be typed or completed in block letters and  
returned to [Assemblies@wipo.int](mailto:Assemblies@wipo.int), before August 6, 2010)**

Country:.....

Family name:.....(Mrs./Miss/Mr.)

First name(s):.....

Official Title:.....

Full address:.....

Official:.....  
.....

Fax and e-mail: \* .....

Telephone:.....

Private:.....  
.....

Fax and e-mail: \* .....

Telephone:.....

Name, signature and seal of the authority  
(Ministry of Foreign Affairs or Permanent  
Mission in Geneva) submitting this form

Date

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Notes:

(i) Upon receipt of this form, WIPO will arrange for an air ticket to be issued, in accordance with instructions that will be sent to you in due course. To ensure that your travel expenses are borne by WIPO, this form must be transmitted to WIPO through the Ministry of Foreign Affairs in your country or the Permanent Mission of your country in Geneva. **Please note that funded travel and visa assistance cannot be assured unless the above documents are received at the WIPO Secretariat by August 6, 2010, at the latest.**

(ii) In exceptional cases, the representative may request permission to make his/her own travel arrangements, provided that prior written authorization from WIPO is obtained. *Bank account details (see paragraph (iii) (a), (b), (c), (d), (e), and (f)) should be given to WIPO, and upon presentation of the ticket, reimbursement of the cost of travel will be made.*

(iii) The Daily Subsistence Allowance (DSA), in accordance with the applicable United Nations rate (383 Swiss francs, subject to change), will be paid on the first day of the meeting in the form of either a Payment Order which may be cashed, or a Bank Transfer which can be arranged by the Secretariat, once proof of arrival and participation in the meeting has been furnished. If the latter option is chosen, kindly provide the following details: (a) Name of Account Holder; (b) Account Number and Currency; (c) Bank Name and Address; (d) Bank Identification Number; (e) Swift Code; (f) IBAN (if known).

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