JAPAN PATENT OFFICE (JPO)
AS
DESIGNATED (OR ELECTED) OFFICE

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List of abbreviations:
Office: Japan Patent Office (JPO)
DA: Design Act of Japan
PA: Patent Act of Japan
PR: Patent Regulations under the Patent Act of Japan
UMA: Utility Model Act of Japan
Art.: Article

(8 August 2019)
### SUMMARY

**Designated (or elected) Office**

**JP**

**JAPAN PATENT OFFICE (JPO)**

## Summary of requirements for entry into the national phase

<table>
<thead>
<tr>
<th>Time limits applicable for entry into the national phase:</th>
<th>Under PCT Article 22(1): 30 months from the priority date</th>
<th>Under PCT Article 39(1)(a): 30 months from the priority date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Translation of international application required into:1</td>
<td>Japanese2</td>
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<tr>
<td>Required contents of the translation for entry into the national phase:</td>
<td>Under PCT Article 22: Description, claims (if amended, as originally filed or as amended, or both as originally filed and as amended, at applicant’s option2), any text matter of drawings, abstract Under PCT Article 39(1): Description, claims, any text matter of drawings, abstract (if any of those parts has been amended, both as originally filed and as amended by the annexes to the international preliminary examination report3)</td>
<td></td>
</tr>
<tr>
<td>Is a copy of the international application required?</td>
<td>No</td>
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</tr>
<tr>
<td>National fee:4</td>
<td>Currency: Japanese yen (JPY) For patent: Filing fee: JPY 14,000 For utility model: Filing fee: JPY 14,000</td>
<td></td>
</tr>
<tr>
<td>Exemptions, reductions or refunds of the national fees:</td>
<td>The fee for request for examination is reduced where an international search report has been established. Moreover, reductions are available to individuals, small and medium-sized enterprises, micro enterprises, academic institutions and certain other entities (see Annex JP.I)</td>
<td></td>
</tr>
</tbody>
</table>

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1 The time limit for submission of the Japanese translation of the international application is 30 months from the priority date (under PCT Article 22(1) or 39(1)(a)). This time limit may be extended under certain circumstances (see paragraph JP.03).
2 Where the international application was filed in Japanese, a copy of any amendments under PCT Articles 19 and 34 may be required, if the communication under Article 20 has not taken place within the time limit applicable under Article 22(1) or 39(1)(a) or if an express request for early processing was filed under Article 23(2).
3 Where no translation of amendments is filed, the amendments are considered not to have been made. However, amendments may be made as specified in paragraph JP.13 of the JP national chapter.
4 If not already paid within the applicable time limit under PCT Article 22(1) or 39(1)(a), the Office will invite the applicant to pay the national fee within a time limit fixed in the invitation. Where the translation of the international application is submitted in paper form, a special fee for conversion into electronic format is required.
SUMMARY

Designated (or elected) Office

**JP**

**JAPAN PATENT OFFICE (JPO)**

[Continued]

Special requirements of the Office (PCT Rule 51bis):

When the applicant is a legal entity, indication of the name of an officer representing that entity⁵ (the indication of such a name is not required where the legal entity is represented by a patent attorney)

Appointment of an agent if the applicant is not resident in Japan⁶

Where the person, the name or the residence of the applicant is changed during the international phase and the change has not been reflected in the international publication or in a Notification of the Recording of a Change (Form PCT/IB/306), a statement indicating the change (preferably on a special request form) and, in case of a change in the person of the applicant, a document evidencing the change⁷

Where a change (addition and/or deletion) in the person of the inventor during the international phase has not been reflected in the international publication or in a Notification of the Recording of a Change (Form PCT/IB/306), the correct indications relating to the inventor (preferably on a special transmittal form (Form 53)), a statement explaining the reasons for the change and a written oath of all inventors⁷

Furnishing, where applicable, of a nucleotide and/or amino acid sequence listing in electronic form

Who can act as agent?

Any patent attorney, attorney-at-law or other person resident in Japan, or firm registered to practice before the Office

Does the Office accept requests for restoration of the right of priority (PCT Rule 49ter.2)?

Yes, the Office applies the “due care” criterion to such requests⁸

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⁵ If not already complied with, no later than the date on which the relevant time for national processing occurs (see paragraph JP.02 of the JP national chapter), the Office will invite the applicant to comply with the requirement within a time limit fixed in the invitation.

⁶ Must be appointed within two months from the date of mailing of the invitation from the Office (see paragraph JP.08).

⁷ Must be furnished no later than the date on which the relevant time for national processing occurs (see paragraph JP.02 of the JP national chapter); if not furnished, the Office will invite the applicant to comply with the requirement within a time limit fixed in the invitation.

⁸ For international applications filed on or after 1 April 2015. For the relevant notification by the Office, see *Official Notices (PCT Gazette)* dated 12 March 2015, page 51.
THE PROCEDURE IN THE NATIONAL PHASE

JP.01 FORMS FOR ENTERING THE NATIONAL PHASE. The Office has available a special transmittal form (Form No. 53) for entering the national phase (see Annex JP.II). This form should preferably (but need not) be used when effecting the payment of the national fee (see paragraph JP.06) and for furnishing the translation of the international application into Japanese. Any document required for entry into the national phase may be submitted in paper form or online in electronic format. However, any document submitted in paper form will be converted by the Office into electronic format and subjected to the payment of a special fee (see Annex JP.I).

JP.02 RELEVANT TIME FOR NATIONAL PROCESSING. The relevant time for national processing occurs:

(i) on the date of the expiration of 30 months from the priority date,

(ii) at the time of filing of the request for examination, if filed on or before the date of (i) (see also JP.10).

JP.03 TRANSLATION (LATE FURNISHING OF). The time limit for filing the Japanese translation of the international application is 30 months from the priority date. Where Form No. 53 (see Annex JP.II) is submitted within two months before the expiration of 30 months from the priority date, that is, during the period from the beginning of the 29th month to the end of the 30th month from the priority date, the translations may be filed within two months from the date of submission of Form No. 53.

JP.04 TRANSLATION (CORRECTION). Errors in the translation of the international application can be corrected with reference to the text of the international application as filed (see National Phase, paragraphs 6.002 and 6.003).

JP.05 TRANSLATION (COPY) OF AMENDMENTS UNDER PCT ARTICLES 19 AND 34. Where the international application has not been filed in Japanese and amendments have been filed under PCT Article 19 or 34, the applicant should furnish a translation of such amendments into Japanese using Form No. 52 (for amendment under PCT Article 19, see Annex JP.III) or Form No. 54 (for amendments under PCT Article 34, see Annex JP.IV) no later than the date on which the relevant time for national processing occurs (see paragraph JP.02). Where the international application has been filed in Japanese and amendments have been filed under PCT Article 19 or 34, the applicant should furnish a copy of such amendments using the relevant Form No. 54 no later than the date on which the relevant time for the national processing occurs unless the Office has received them from the International Bureau under PCT Article 20 or 36. Any amendments for which the applicant fails to submit a translation, or a copy, within the applicable time limit, shall not be taken into consideration by the Office.

JP.06 FEES (MANNER OF PAYMENT). The manner of payment of the fees indicated in the Summary and in this Chapter is outlined in Annex JP.I.

JP.07 PRIORITY DOCUMENT. Where the priority document has not been furnished in compliance with PCT Rule 17.1(a), (b) or (b-bis), the applicant in the national phase has an opportunity to furnish the priority document to the Office within 32 months from the priority date.
JP.08 **APPOINTMENT OF AGENT.** A person who has neither his domicile nor residence in Japan may not proceed except through his representative with respect to his patent who has his domicile or residence in Japan. If the applicant is not resident in Japan, appointment of an agent and filing of a power of attorney is necessary. Where the applicant filed any documents not through an agent, the Office sends to the applicant an invitation to appoint one. If the applicant fails to appoint one within two months from the date of mailing of the said invitation from the Office, the applications shall be deemed to have been withdrawn. Where the power of attorney is in a language other than Japanese, a Japanese translation is required. A model is given in Annex JP.VII (page 1 in English translation, page 2 in Japanese).

JP.09 **REQUEST FOR EXAMINATION.** Patentability will be examined only after request by the applicant or by a third party. The request for examination must be made in Japanese on Form No. 44 (see Annex JP.V).

JP.10 **TIME LIMIT FOR REQUESTING EXAMINATION.** Examination must be requested within three years from the international filing date. Such request can only be made once all requirements for entry into the national phase have been complied with. The request for examination is considered by the Office as a request for early entry into the national phase if it is made before the expiration of the time limit applicable under PCT Article 22 or 39(1).

Where the applicant failed to file a request for examination within three years from the international filing date, in spite of due care required by the circumstances having been taken, he may still do so within two months from the removal of the cause of the failure to observe the time limit or 12 months from the date of expiration of the time limit, whichever time limit expires earlier. The request must be made in writing and set out the reasons for the failure to comply with the time limit. Applicants are to submit any documents to support their reasons.

Applicants domiciled overseas who wish to file a request for examination after the prescribed period has expired must submit the request for examination (Form No. 44), together with a document stating the reasons for the late submission and any other documents through an agent domiciled or resident in Japan.

JP.11 **FEE FOR REQUESTING EXAMINATION.** The request for examination is only effective if the fee for requesting examination has been paid. The amount of the fee is indicated in Annex JP.I.

JP.12 **ANNUAL FEES.** Annual fees for the first to the third year must all be paid at the same time, within 30 days after receipt of the decision to grant a patent. The annual fees for the fourth and subsequent years must be paid before the end of the previous year. Payment can still be made, together with a 100% surcharge for late payment, before the expiration of six months from the due date. The amounts of the annual fees are indicated in Annex JP.I.

JP.13 **AMENDMENT OF THE APPLICATION; TIME LIMITS.** Amendments may be made to the description, claims or drawings, after the relevant time for national processing has occurred (see JP.02) and after Form No. 53 and any required translations of the international application have been filed and the national fee has been paid, within the following period:

(i) before the applicant receives either the decision to grant a patent or the first notice of reasons for refusal;

(ii) within a time limit designated in a non-final notice of reasons for refusal;

(iii) within a time limit designated in a final notice of reasons for refusal; or

(iv) where the applicant has filed an appeal against the examiner’s decision of refusal, at the time of filing of the appeal.

Amendments shall not go beyond the extent of disclosure in the international application as originally filed. In addition, within the period (iii) or (iv), above, claims may be amended only to the extent that additional prior art search is not necessary.
REVIEW UNDER ARTICLE 25 OF THE PCT. The applicable procedure is outlined in paragraphs 6.018 to 6.021 of the National Phase. The request to the Office should be filed with Form No. 55 (see Annex JP.VI). If, upon review under PCT Article 25, the Office denies an error or omission on the part of the receiving Office or the International Bureau, an administrative appeal against this denial may be lodged within 60 days from the receipt of the denial. The Commissioner of the Office will then decide on the appeal.

UTILITY MODEL. Subject to what is said in paragraph JP.16, if the applicant wishes to obtain a utility model instead of a patent in Japan, on the basis of an international application, the applicant, on entry into the national phase, shall so indicate to the Office.

Where, in the case referred to in paragraph JP.15, the international application does not contain drawings, the applicant must furnish the drawing(s) no later than the date on which the relevant time for national processing occurs (see paragraph JP.02). Where the applicant does not furnish the drawing(s) within that time limit, the Office will invite him to furnish the drawing(s) within a time limit fixed in the invitation. Where an international application for a patent is converted into a utility model application (see paragraph JP.19), the drawing(s) must be submitted with the request for conversion.

Utility models are registered without any substantive examination thereof in the national phase.

The other requirements for the national phase and the procedures thereafter are basically the same as for patents except that the fees for utility models and registration fees from the first to the third year must be paid instead of the fees for patents. If the applicant desires his utility model to be registered earlier than the expiration of the time limit for entry into the national phase, he may file an express request for an early commencement of the national procedures under PCT Articles 23(2) and 40(2).

In addition to amendments under PCT Articles 19 and 34, amendments under PCT Article 28 or 41 are allowed to an international application for a utility model. The amendment in this case shall be made within the scope of the matter disclosed in the international application as originally filed (or translated into Japanese, see also paragraph JP.03).

CONVERSION. An international application for a patent or utility model may be converted into the other kind of application or a design application by filing a request for conversion once the applicant has complied with the requirements for entry into the national phase.

The conversion of a patent application into a utility model application may be requested either:

(i) within nine years and six months from the international filing date; or
(ii) within three months from the transmittal of the first decision of the Office that the patent application shall be refused.

The conversion of a utility model application into a patent application may be requested, under certain circumstances, within three years from the international filing date.

The conversion of a patent application into a design application may be requested within three months from the transmittal of the first decision of the Office that the patent application shall be refused.

The conversion of a utility model application into a design application may be requested at any time.

The conversion is subject to payment of a fee for conversion as indicated in Annex JP.I. The original application for a patent or a utility model shall be deemed to have been withdrawn after the conversion of the application.
PR Rule 38-13-2(2) 27-5  
JP.20 NUCLEOTIDE AND/OR AMINO ACID SEQUENCES. Where the international application contains the disclosure of a nucleotide and/or amino acid sequence, a diskette or CD-R containing coded data of the sequence listing must be furnished together with:

(i) a document which identifies the international application concerned and the diskette or CD-R furnished; 

(ii) a statement that the sequences recorded on the diskette or CD-R are identical to those disclosed in the specification of the application as originally filed; and

(iii) a document which describes the recording format of the diskette or CD-R.

However, where the diskette or CD-R containing the coded data has already been furnished to the Office, the applicant is not required to submit it again.

PCT Rule 49ter.1 49ter.2 76.5  
PA Art. 41(1)(i) 43-2(1), (2) 184-11(1)  
PR Rule 27-4-2(1), (2) 38-14(3), (4), (5), (6) 38-14-2  
JP.21 RESTORATION OF THE RIGHT OF PRIORITY. For international applications filed on or after 1 April 2015, restoration of the right of priority may be requested where the applicant, in spite of all due care required by the circumstances, failed to file the international application within the priority period, but within two months from the expiration of the priority period.

The request must be filed with the Office within one month from the expiration of the time limit to submit Form No. 53 (that is, the 30th month from the priority date, or if the application has not been filed in Japanese and Form No. 53 was filed during the period from the beginning of the 29th month to the end of the 30th month from the priority date, within two months from the date of submission of Form No. 53). The request must be made in writing and set out the reasons for the failure to file the international application within the priority period. Applicants are to submit any documents to support their reasons. Where the request for examination is made before the expiration of the time limit applicable under PCT Article 22 or 39(1), the request for restoration of the right of priority accompanied with any document to support their reasons must be filed within one month from the date of filing of the request for examination.

Any decision on restoration of the right of priority by the receiving Office, which was based on a finding by it that the failure to file the international application within the priority period occurred in spite of due care required by the circumstances having been taken, will be effective, unless the Office reasonably doubts that a requirement referred to in PCT Rule 49ter. 1 (c) was complied with. In such an exceptional case, the Office shall notify the applicant accordingly, indicating the reasons therefor and giving the applicant an opportunity to make observations within a specified time limit.

Applicants domiciled overseas who wish to request restoration of the right of priority must submit a document stating the reasons for the request and any other documents through an agent domiciled or resident in Japan.

PCT Art. 48(2)  
PCT Rule 49.6 184-4(3), (4), (5) 184-11(4), (5)  
PA Art.  
PR Rule 38-2  
JP.22 REINSTATEMENT OF RIGHTS. Reinstatement of rights may be requested either where the applicant failed to furnish a translation of the international application into Japanese within 30 months from the priority date or where the applicant failed to appoint the agent within two months from the date of mailing of the invitation from the Office in spite of due care required by the circumstances having been taken. A request for reinstatement must be made to the Office within two months from the removal of the cause of the failure to observe the time limit or twelve months from the date of expiration of the time limit, whichever time limit expires earlier. The request must be made in writing and set out the reasons for the failure to comply with the time limit. Within the said time limit, the omitted action must be completed.

Applicants domiciled overseas who intend to request reinstatement of rights must submit the translation and other documents through an agent domiciled or resident in Japan.

Even if the application is reinstated by the Office, the time limit for requesting examination remains three years from the international filling date (see paragraph JP.10).
**FEES**

*Currency: Japanese yen*

### Patents

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<td>National fee for request for review</td>
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<tr>
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<tr>
<td>(a) where no international search report has been established:</td>
<td>118,000</td>
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<tr>
<td>(b) where the international search report has been established by the Office:</td>
<td>71,000 plus 2,400 per claim</td>
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<tr>
<td>(c) where the international search report has been established by an International Searching Authority other than the Office:</td>
<td>106,000 plus 3,600 per claim</td>
</tr>
<tr>
<td>(d) where the search report has been established by a searching organization which is designated under Japanese law:</td>
<td>94,000 plus 3,200 per claim</td>
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Fee for request for examination (for international applications filed on or after 1 April 2019):¹  
(a) where no international search report has been established: 138,000 plus 4,000 for each claim²  
(b) where the international search report has been established by the Office: 83,000 plus 2,400 per claim  
(c) where the international search report has been established by an International Searching Authority other than the Office: 124,000 plus 3,600 per claim  
(d) where the search report has been established by a searching organization which is designated under Japanese law: 110,000 plus 3,200 per claim

### Fee for conversion of documents into electronic format

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### Annual fees (per year):¹

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<th>Year</th>
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<td>6,400 plus 500 per claim</td>
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<td>55,400 plus 4,300 per claim</td>
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### Fee for application for registration of extension of patent right³

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### Fee for conversion

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<td>Fee for conversion</td>
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<td></td>
<td>16,000 of a design application</td>
</tr>
</tbody>
</table>

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¹ Fee reductions may apply for certain applicants such as small and medium-sized enterprises, micro enterprises, and academic institutions. For further details on the eligibility, see [https://www.jpo.go.jp/system/process/tesuryo/genmen/genmen20190401/document/index/leaflet_e.pdf](https://www.jpo.go.jp/system/process/tesuryo/genmen/genmen20190401/document/index/leaflet_e.pdf)

² Hereinafter referred to as “per claim”.

³ The patent term, which is 20 years from the filing date, may be extended by up to five years where there is a period during which patent owners have been unable to work their inventions due to the regulations under the laws (where the subject matter of the inventions relates to human or animal drugs or to agricultural chemicals), provided that the application for registration of extension of the term of the patent right is filed.

(11 July 2019)
Utility models

National fee ................................................................. 14,000
National fee for request for review ................................... 14,000
Fee for conversion of documents into electronic format ......... 1,200  plus  700 per sheet
Fee for conversion .......................................................... 15,000 of a patent application
.......................................................... 16,000 of a design application

Fee for technical opinion
(a) where no international search report has been established ........ 42,000  plus  1,000 per claim
(b) where the international search report has been established by the Office .................................................. 8,400  plus  200 per claim
(c) where the international search report has been established by an International Searching Authority other than the Office ........... 33,600  plus  800 per claim

Annual fees (per year):
— for the 1st to the 3rd years ................................................. 2,100  plus  100 per claim
— for the 4th to the 6th years ............................................... 6,100  plus  300 per claim
— for the 7th to the 10th years ............................................. 18,100  plus  900 per claim

How can payment of fees be effected?

Payment of the national fee to the Office has to be made in Japanese Yen, by means of patent revenue stamps. The patent revenue stamps can be purchased at major Japan Post Co., Ltd. offices in Japan. The necessary amount of stamps must be affixed to the related form.

Some other payment methods, such as the advance payment system, bank account transfer or online cash transfer, may be available provided that the applicant or their representative in Japan has carried out the necessary registration proceedings at the Office in advance.

In principle, the Office does not accept any payments made directly by overseas residents, such as payment by international bank account transfer, or by credit card or by check, therefore, payment by an applicant overseas has to be made through a representative appointed in Japan.

However, in the case of patent annuity fees for the 4th year onwards, direct payment by bank account transfer or patent revenue stamps is available for overseas residents. For detailed instructions please see: www.jpo.go.jp/e/system/process/tesuryo/160401_renewing_outside.html

(11 July 2019)
Form No.53: Transmittal form (Related to PR Rule 38-4)

【書類名】 国内書面
（【提出日】 平成 年 月 日）
【あて先】 特許庁長官 殿
【出願の表示】
【国際出願番号】
【出願の区分】
【発明者】
【住所又は居所】
【氏名】
【特許出願人】
【住所又は居所】
【氏名又は名称】
（【国籍】）
【代理人】
【識別番号】
【弁理士】
【氏名又は名称】
（【手数料の表示】）
（【予納台帳番号】）
（【納付金額】）
【提出物件の目録】
【物件名】 明細書の翻訳文 1
【物件名】 請求の範囲の翻訳文 1
【物件名】 要約書の翻訳文 1
【物件名】 図面の翻訳文 1
Form No. 52: Submission of translation of an amendment under Article 19 (Related to PR Rule 38-2)

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Form No. 54: Submission of translation of an amendment under Article 34 (Related to PR Rule 38-6)

【書類名】 特許協力条約第34条補正の翻訳文提出書
(【提出日】 平成 年 月 日)
【あて先】 特許庁長官 殿
【出願の表示】
【国際出願番号】
【出願の区分】
【特許出願人】
【住所又は居所】
【氏名又は名称】
【代理人】
【識別番号】
【弁理士】
【氏名又は名称】
【補正書の提出年月日】
【手続補正 1 】
【補正対象書類名】
【補正対象項目名】
【補正の方法】
【補正の内容】
【その他】
Form No.44: Request for examination of application
(Related to PR Rule 31-2)

【書類名】 出願審査請求書
(【提出日】 平成 年 月 日)
【あて先】 特許庁長官 殿
【出願の表示】
【出願番号】
【請求項の数】
【請求人】
【住所又は居所】
【氏名又は名称】
(【国籍】)
【代理人】
【識別番号】
【弁理士】
【氏名又は名称】
(【手数料の表示】)
(【予納台帳番号】)
(【納付金額】)
Form No.55: Request for review (Related to PR Rule 38-8)

【書類名】特許協力条約第２５条の規定による検査の申出書

(【提出日】平成　年　月　日)
【あて先】特許庁長官　殿
【国際出願番号】
【発明者】
【住所又は居所】
【氏名】
【申出人】
(【識別番号】)
【住所又は居所】
【氏名又は名称】
(【国籍】)
【代理人】
(【識別番号】)
【住所又は居所】
【氏名又は名称】
【拒否（宣言、認定）の通知を受けた日】
【申出の趣旨】
【申出の理由】
【提出物件の目録】
【物件名】国際出願の翻訳文　1
【物件名】(　　)
Power of attorney

POWER OF ATTORNEY

I/We(i)
of

do hereby appoint(ii)

my/our lawful representative(s) pursuant to the provisions of Art. 8 of the Patent Act, Art. 2-5 of the Utility Model Act and Art. 68 of the Design Act of Japan ("patent administrator"), to make on my/our behalf proceedings for making

an(iii) application based on PCT application

No. PCT(iv)
to the Japan Patent Office, and to perform all other formalities and acts under the provisions concerned of the Patent, Utility Model and Design Acts of Japan or any orders issued on the basis thereof.

Dated this day of .................................................................

By..............................................................................

(i) Insert the name and address of the applicant(s) (individual or legal entity) appointing the representative(s).
(ii) Insert the name of the representative(s).
(iii) State the particular kind of protection (patent or utility model) pursuant to the provisions of Art.43 of the PCT.
(iv) State the international application number for which the representative(s) are appointed.
<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
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</tr>
<tr>
<td>所在 （住所又は居所）</td>
</tr>
<tr>
<td>は、ここに （委任された者の氏名）</td>
</tr>
</tbody>
</table>

を特許第8条、実用新案法第2条の5及び意匠法第68条の規定による代理人（特許管理人）に選任し、私（等）の為に、国際出願番号PCT／××0000／000000に基づく（特許）出願の手続を日本国特許庁に対してなし、また日本国特許法、実用新案法若しくは意匠法又はこれらの法律に基づく命令に規定する一切の手続及び行為をなす権限を与えます。

年 月 日

署名__________________