

Step-by-Step Guide for Well-Known Trademark Supporting Document Filing

1 Accessing the Well-Known Trademark Filing Module

Applicants may submit documents in support of a Well-Known Trademark application through the Trademark E-Filing Portal. The request for inclusion as a Well-Known Trademark may be filed through the existing system:

E-Filing → New Form Filing → TM-M → Request for Inclusion as Well-Known Mark

Thereafter, applicants may navigate through the following menu path:

E-Filing → New Form Filing → Miscellaneous Reply

Thereafter, applicants may navigate to the “Well-Known” tab and select “Document in Support of Well-Known Trademarks” for submission of supporting documents relating to the concerned Well-Known Trademark application.

The screenshot displays the 'PURPOSE OF REQUEST' section of the Trademark E-Filing Portal. On the left is a vertical navigation menu with buttons for: IAOI, New Form Filing, RTI, Update Application/Forms, Form History, Payments, Previous Version eFiling, Control Panel, Correspondence, Downloads, Contact Us, and SIPP Claim. The main content area is titled 'PURPOSE OF REQUEST' and contains several sections of document types, each with a radio button for selection:

- Application**
 - REPLY TO FORMALITY CHECK (MIS-F)
 - REPLY TO EXAMINATION REPORT (MIS-R)
 - DOCUMENTS IN SUPPORT OF SHOW-CAUSE-HEARING (SCH)
 - LETTER OF AUTHORISATION (LOA)
 - LETTER OF WITHDRAWAL (MIS-W)
 - REPLY TO NOTICE U/s 19 (MISR19)
 - REPLY TO NOTICE U/s 57(4) (MISR57)
 - LETTERS RELATED TO FORMAL HEARING (LFH)
 - REPLY TO NOTICE U/S 132 (MIS132)
- Opposition**
 - EVIDENCE/RELY LETTER IN SUPPORT OF OPPOSITION RULE 45 (MISR45)
 - EVIDENCE/RELY LETTER IN SUPPORT OF APPLICATION RULE 46 (MISR46)
 - EVIDENCE IN REPLY BY OPPONENT RULE 47 (MISR47)
 - LETTER OF WITHDRAWAL FOR OPPOSITION (MIS-OW)
 - LETTER OF WITHDRAWAL FOR RECTIFICATION (MIS-RW)
- Post Registration**
 - LETTERS RELATED TO POST REGISTRATION (LPR)
 - REPLY TO TM-P KEEP PENDING (TMP-R)
 - REPLY TO TM-P SCRUTINY REPORT (SCR-R)
 - REPLY TO TM-P INTIMATION LETTER (LET-R)
- Copyright NOC**
 - REPLY TO FORMALITY CHECK FOR COPYRIGHT (CRN-F)
 - REPLY TO COPYRIGHT NOC MATTER (MIS-C)
- WELLKNOWN MARK**
 - DOCUMENTS IN SUPPORT OF WELLKNOWN MARK (WKM-S)

A yellow disclaimer box at the bottom of the list states: "Disclaimer for online filing of well known marks: Online filing of all documents is currently available only for Well-Known Trademark requests filed on or after 01 April 2026 (including new filings); the facility for earlier requests will be enabled in due course."

At the bottom of the form, there is a field labeled 'Wellknown Number:' with an empty input box and a 'Proceed' button to its right.

Applicants are required to enter the valid Well-Known Trademark application/reference number and click on the “Proceed” button to continue with the filing process.

2 Viewing Well-Known Trademark Details and Uploading Supporting Documents

Upon entering the valid Well-Known Trademark application/reference number, the system shall automatically display the relevant application details, including the applicant name, applicant address, email ID, and mobile number.

Simultaneously, the list of supporting documents required for submission shall also appear on the screen. Applicants are required to upload the prescribed supporting documents, wherein Annexure-A, Annexure-B, and Power of Attorney are mandatory documents for successful submission of the filing.

- IAOI
- New Form Filing
- RTI
- Update Application/Forms
- Form History
- Payments
- Previous Version eFiling
- Control Panel
- Correspondence
- Downloads
- Contact Us
- SIPP Claim

Trade Mark WellKnown Application

DOCUMENTS IN SUPPORT OF WELLKNOWN MARK (WKM-S)

1 WellKnown Details

WellKnown No.	Applicant Name	Applicant Address	Applicant Email	Applicant Mob No.
<input type="text"/>	<input type="text"/>	<input type="text"/>	n****l@g****l.com	982****710

2 Upload Supporting Documents

Annexure Description

Sr. No.	Annexure	Description
1*	Annexure A	Board resolution/Incorporation certificate or any other document for successful enforcement of company
2*	Annexure B	Notarized Affidavit along with statement of case.
3	Annexure C	Annual report/Expenditure.
4	Annexure D	Countries where the related goods/service are available.
5	Annexure E	Report of Chartered Accountant.
6	Annexure F	Certificates of Foreign registrations and Indian registrations.
7	Annexure G	Advertisement/Events.
8	Annexure H	Achievements and prizes.
9	Annexure I	Articles from Magazines, Newspapers and Publications.
10	Annexure J	CSR activities or any other Government social welfare programs.
11	Annexure K	Status of opposition proceeding in office of Trade Mark registry.
12	Annexure L	Any Court orders favorable for well-known Trade Mark.
13	Annexure M	Miscellaneous (Editable)
14*	Power of Attorney(POA)	

3 Selecting Document Type and Uploading Files

Applicants are required to select the appropriate document type from the available list under the “**Select Document For**” section and upload the corresponding file by clicking on the “**Choose File**” option.

The supporting documents shall be uploaded in **PDF format only** and the file size of each document shall not exceed **20 MB**. Applicants are advised to ensure that the correct document type is selected before uploading the respective file.

Upload Instructions

- Max File Size: **20 MB**
- Allowed Formats: **Pdf only**
- (*): Mandatory Documents

Select Document For **Upload File**

--Select Documents-- Choose File No file chosen **Upload**

Reply attached separately

Submit **Back**

4 Reviewing Uploaded Documents Before Final Submission

Before final submission of the filing, applicants may review the details of all uploaded documents appearing on the screen, including the document type and uploaded file name. The portal also provides an option to delete any incorrectly uploaded document and re-upload the correct file, if required, prior to final submission of the application.

Upload Instructions

- Max File Size: 20 MB
- Allowed Formats: Pdf only
- (*): Mandatory Documents

Select Document For

--Select Documents--

Upload File

Choose File No file chosen

Upload

Doc No.	Doc Description	File Name	View	Delete
1	Authorization Document (POA)	POA.pdf	View	Delete
2	Annexure A	Teest1.pdf	View	Delete
3	Annexure C	Teest2.pdf	View	Delete

Reply attached separately

Reply attached separately

Submit

Back

5 Final Submission

After successful upload and verification of all supporting documents, applicants may proceed with the final submission of the filing through the portal.

The screenshot shows a web application interface for document submission. A modal dialog box is open in the foreground, asking for confirmation to submit. The background interface includes a table of document types, upload instructions, a document selection dropdown, an upload file section, and a table of already uploaded documents.

localhost:8718 says
Do you want to submit?

OK **Cancel**

Doc No.	Doc Description	File Name	View	Delete
4				
5				
6				
7	Annexure G	Advertisement/Events.		
8	Annexure H	Achievements and prizes.		
9	Annexure I	Articles from Magazines, Newspapers and Publications.		
10	Annexure J	CSR activities or any other Government social welfare programs.		
11	Annexure K	Status of opposition proceeding in office of Trade Mark registry.		
12	Annexure L	Any Court orders favorable for well-known Trade Mark.		
13	Annexure M	Miscellaneous (Editable)		
14*	Power of Attorney(POA)			

Upload Instructions

- Max File Size: 20 MB
- Allowed Formats: Pdf only
- (*): Mandatory Documents

Select Document For: --Select Documents--

Upload File: Choose File | No file chosen | Upload

Doc No.	Doc Description	File Name	View	Delete
1	Authorization Document (POA)	POA.pdf	View	Delete
2	Annexure A	Teest1.pdf	View	Delete
3	Annexure C	Teest2.pdf	View	Delete

Reply attached separately

Reply attached separately

6 Digital Signing of Submitted Application

Once the application is finally submitted by the applicant, the submitted document shall be available under the “Drafted Forms” menu. The applicant may thereafter digitally sign the document to complete the filing process.

IAOI	<div style="background-color: #0056b3; color: white; padding: 5px; text-align: center;">Trade Mark WellKnown Application</div> <p style="color: green; text-align: center;">Application drafted Successfully with the temporary no: <input type="text"/> Kindly digitally sign and submit from Drafted forms menu.</p>
New Form Filing	
RTI	
Update Application/Forms	
Form History	
Payments	
Previous Version eFiling	
Control Panel	
Correspondence	
Downloads	
Contact Us	
SIPP Claim	

7 Accessing the Drafted Forms for Digital Signing

After final submission of the application, the filed document shall appear under the **“Drafted Forms”** section of the Trademark E-Filing Portal. Applicants may select the relevant application/form from the list and proceed with the **“Sign Document”** option to digitally sign and complete the filing process.

- IAOI
- New Form Filing
- RTI
- Update Application/Forms
- Drafted Applications
- Drafted Forms
- Form History
- Payments
- Previous Version eFiling
- Control Panel
- Correspondence
- Downloads
- Contact Us
- SIPP Claim

Drafted Forms

Filter By
Show All ▼
Go

	Sr. No.	Temp#	Form Type	Description	Reference No	Created on
	Select 1		WKM-S	DOCUMENTS IN SUPPORT OF WELLKNOWN MARK (WKM-S)		07/05/2026
	Select 2		WKM-S	DOCUMENTS IN SUPPORT OF WELLKNOWN MARK (WKM-S)		30/04/2026
	Select 3		TM-G	REGISTRATION OF TM AGENT RULE 150		13/04/2026
	Select 4		WKM-S	DOCUMENTS IN SUPPORT OF WELLKNOWN MARK (WKM-S)		06/04/2026
	Select 5		WKM-R			02/04/2026
	Select 6		MISR45	EVIDENCE IN SUPPORT OF OPPOSITION RULE45		26/03/2026
	Select 7		LPR	LETTERS RELATED TO POST REGISTRATION (LPR)		24/03/2026
	Select 8		MIS-R	REPLY TO EXAMINATION REPORT		17/03/2026
	Select 9		MIS-R	REPLY TO EXAMINATION REPORT		17/03/2026
	Select 10		RTI	Right To Information Request		17/03/2026
	Select 11		TMU-R			12/03/2026
	Select 12		TM-G	REGISTRATION OF TM AGENT RULE 150		22/01/2026
	Select 13		TM-P	ALTER OR SUBSTITUTE OF ADDRESS FOR SERVICE IN INDIA		05/01/2026
	Select 14		TM-P	CHANGE NAME OF REGISTERED PROP/USER		02/01/2026
	Select 15		TM-P	STRIKE OUT GOODS		02/01/2026
	Select 16		TM-P	SUBSEQUENT PROPRIETOR BY WAY OF ASSIGNMENT OR TRANSFER OF MARK		02/01/2026
	Select 17		TM-P	SUBSEQUENT PROPRIETOR BY WAY OF ASSIGNMENT OR TRANSFER OF MARK		02/01/2026
	Select 18		TM-P	ADD OR ALTER TRADE MARK		02/01/2026
	Select 19		TM-G	REGISTRATION OF TM AGENT RULE 150		02/01/2026
	Select 20		TM-M	CORRECTION OF CLERICAL ERROR OR FOR AMENDMENT U/R 37		01/01/2026
	Select 21		MIS-F	REPLY TO FORMALITY CHECK FAILED		26/11/2025
	Select 22		MISR47	EVIDENCE IN SUPPORT REPLY BY OPPONENT RULE47		25/11/2025
	Select 23		MISR45	EVIDENCE IN SUPPORT OF OPPOSITION RULE45		24/11/2025
	Select 24		MISR45	EVIDENCE IN SUPPORT OF OPPOSITION RULE45		07/11/2025
	Select 25		TM-O	NOTICE OF OPPOSITION		28/10/2025
	Select 26		LFH	LETTERS RELATED TO FORMAL HEARING (LFH)		24/09/2025
	Select 27		TMP-R	REPLY TO TM-P KEEP PENDING (TMP-R)		28/08/2025
	Select 28		TM-O	COUNTER STATEMENT		18/08/2025
	Select 29		TM-O	NOTICE OF OPPOSITION		18/08/2025
	Select 30		TM-O	NOTICE OF OPPOSITION		09/07/2025
	Select 31		SCH	Documents In Support Of Show-cause-hearing (SCH)		17/06/2025
	Select 32		TM-O	NOTICE OF OPPOSITION		09/03/2025
	Select 33		RTI	Right To Information Request		03/03/2025
	Select 34		RTI	Right To Information Request		03/03/2025

Discard
Preview
Edit
Sign Document

8 Digital Signing and Successful Submission of Application

Applicants may digitally sign the generated form using either the **Digital Signature Certificate (DSC)** or the **E-Sign** facility available on the portal. Before proceeding with the signing process, applicants are required to provide consent for authentication through the e-KYC service.

Upon successful signing and submission of the form, the system shall display a confirmation message along with the corresponding correspondence number indicating successful filing of the application.

The screenshot shows a web interface with a left-hand navigation menu and a main content area. The navigation menu includes buttons for: IAOI, New Form Filing, RTI, Update Application/Forms, Form History, Payments, Previous Version eFiling, Control Panel, Correspondence (highlighted in yellow), Downloads, Contact Us, and SIPP Claim. The main content area displays: Form Name : WKM-S, Files Generated and ready to be signed. Below this are three buttons: Sign with DSC, Click To E-Sign, and Back. There are input fields for Signer Id and Signer Name: AS. A dropdown menu for E-Mudhra is visible. A checkbox is checked, with the text: I hereby give my consent and grant permission to use esign for authentication of the signer by the e-KYC services of UIDAI. On successful authentication electronic signature on the document/data will be ascribed by said esign services. At the bottom, there is a link: Go to FAQs with a 'New' badge.

The screenshot shows the same web interface as above, but with a confirmation message. The main content area displays: Form Name : WKM-S, Files Generated and ready to be signed. Below this, it says: Form digitally signed and submitted successfully with correspondence no: [input field]. A red heading reads: Document Signed Successfully. Below this are four buttons: Sign with DSC, Click To E-Sign, Back, and Preview. The Signer Name field now contains 'AS'. The consent checkbox remains checked. At the bottom, the link is: Go to FAQs with a 'New' badge.

