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सत्यमेव जयते

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### Office Circular

This is to remind all concerned that the public notice was issued on 03.03.2014 regarding collection charges applicable in respect of International application filed in Receiving Offices. It was then decided that the collection charges as prescribed in Annexure I, II and III as published on the website, are to be collected from the applicants and accordingly included in the fee for filing International applications for patent. However, it has been brought to notice that the applicants are allowed by Receiving Offices to submit the Demand Draft for the search fees and filing fee without including the collection charges. It has also been noticed that some of the Receiving Offices (ROs) are accepting a separate Demand Draft for collection charge. In some cases the demand drafts are accepted even after expiry of validity period or having few days of validity.

In view of the above circumstance, the following instructions are issued to Receiving Offices for streamlining the procedure in this regard.

1. While sending the invitation to pay the prescribed fee on form RO 133, the collection charges (as per Annexure I to III + additional \$10 levied by SBI Overseas Branch) and swift charges of Rs.750/- should be added and applicants should be informed accordingly. In case where the information regarding collection charges of some banks is not available in the above mentioned annexures, the applicant may be advised to get the information from the concerned banks.
2. No fees should be accepted without inclusion of the said collection and swift charges.
3. While accepting the Demand Draft, it should be ensured by the Receiving Offices that such Demand Draft/Cheques are valid atleast for two months.
4. Receiving Office should not accept the separate Demand Draft for collection charges as such collection charges are levied on the individual Demand Draft and they are deducted from the Government account maintained at New York.
5. While sending the International application to RO Delhi, all the ROs should ensure that all the formalities including duly filled RO 102 and RO-133 with Demand Draft, are complied with, in accordance with provisions under PCT as well as the provisions under the Patents Act and Patents Rules.

  
3/11/2014

(Chaitanya Prasad)

Controller General of Patents, Designs and Trademarks