**Model Request**

# SingEx trade and/or CONSUMER fairs – Fast-Track Intellectual Property Dispute resolution procedure

*This Request should be sent by e-mail to the WIPO Arbitration and Mediation Center and to SingEx using the following contact details:*

*WIPO Arbitration and Mediation Center SingEx*

[*arbiter.mail@wipo.int*](mailto:arbiter.mail@wipo.int)[*sitex.disputes@singex.com*](mailto:sitex.disputes@singex.com)

This Request is hereby submitted for decision in accordance with the Fast-Track Procedure.

**Dispute Number** *(elements for numbering:*

*WIPO, date of receipt of request (day/month/year), name of trade fair - e.g. WIPO271118SITEX)*

**I. General Information**

This Request is submitted during the following trade fair.

Trade and/or Consumer Fair Name:

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Place: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**II. The Parties**

|  |  |
| --- | --- |
| **CLAIMANT**  *[NAME AND ADDRESS OF CLAIMANT]* | *[LEGAL REPRESENTATIVE]* |
| Address:    Telephone:    Fax:    E-mail: | Address:    Telephone:    Fax:    E-mail: |
| Booth No.:    Hall No.: |  |

**RESPONDENT**

|  |  |
| --- | --- |
| *[NAME AND ADDRESS OF RESPONDENT, INFORMATION AS AVAILABLE]* | *[LEGAL REPRESENTATIVE]* |
| Address:    Telephone:    Fax:    E-mail: | Address:    Telephone:    Fax:    E-mail: |
| Booth No.:    Hall No.:  Name of the allegedly infringing item: ……………………………………………………………….  ………………………………………………………………………………………………………………*…* | |

**REQUEST**

**I. Claimant’s Statement**

This Request is based on the following factual and legal grounds:

**1. Violation of Claimant’s intellectual property rights protected under Singapore law on items exhibited at the present trade and/or consumer fair**

* Copyright
* Design
* Trademarks / Passing Off
* Breach of laws on unfair competition

Description of alleged infringement:

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Proof of Claimant’s intellectual property/other rights

* Registration documents (please specify registration numbers and attach copies):

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* Other (please specify)

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**2. Evidence submitted by Claimant (please specify):**

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**3. Relief sought (please specify)**

* Removal of allegedly infringing items, including any signage or advertisement
* Other

Please specify:

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**4. Other Legal Proceedings**

If any, identify other legal proceedings that have been commenced or terminated in connection with or relating to intellectual property rights infringement or other violation of rights that is/are the subject of the Request and summarize the issues that are the subject of that/those proceeding(s).

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**5. Payment**

In accordance with [Article 25](http://www.wipo.int/amc/en/center/specific-sectors/tradefairs/singex/rules.html#twentyfive) of the Rules, payment in the amount of SGD 3,500 has been made by bank transfer.

**6. Queries**

For any queries, please contact:

**SingEx Exhibitions Pte. Ltd.**  
11 Tampines Concourse #01-01

Singapore 528729  
Telephone: +65 6403 2100

Persons-in-charge: Ms Evylene Chua (Project Lead) / Mr. Edric Poon (Manager, Sales / Bobby Man (Assistant Manager, Sales)

Mobile phone no. (on set-up/event day): +65 9189 7934 / +9456 8695 / +65 8186 4649

Direct line: +65 6403 2229 / +65 6403 2226 / +65 6403 2553

E-mail: [sitex.disputes@singex.com](mailto:sitex.disputes@singex.com)

Respectfully submitted,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*[Name/Signature]*

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_