



## REQUEST FOR THE RECORDING OF A CHANGE IN NAME AND/OR ADDRESS OF THE HOLDER

### IMPORTANT

1. You may use this form to request the recording of a change in the name and/or postal address of the recorded **holder**, in respect of **multiple** international registrations of the same holder. If the request relates to the recording of a change in ownership, use [form DM/2](#). If you would like to record a new or updated **email address only**, use [Contact Hague](#).
2. All fields are **mandatory** unless indicated otherwise.
3. Complete this form electronically; WIPO does not accept handwritten forms.
4. Avoid printing and scanning this form. Upload the completed and signed form directly to WIPO through Contact Hague.
5. For more information on the request for the recording of a change in the name and/or address of the holder, refer to the [Guide to the Hague System](#).

# DM/6 (E)



## REQUEST FOR THE RECORDING OF A CHANGE IN NAME AND/OR ADDRESS OF THE HOLDER

For use by the holder

Reference (*optional*):

Number of continuation sheets (*if any*):

For use by WIPO

### 1. International Registration Number(s)

Provide the international registration number **for each international registration concerned** (ex. DM/123456).  
Separate multiple reference numbers with a semicolon.

☐ If the space provided is not sufficient, check this box and use a [continuation sheet](#).

### 2. Name of the Holder

As recorded in the International Register. If there are multiple holders, indicate only the full name of the holder who is concerned by the change. If multiple holders are concerned by the change, submit one form for each holder.

### 3. Change in Name and/or Address of the Holder

Only complete the fields for which information has changed.

The holder is a:

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**Natural person:**

Family (last) name

Given (first) name

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**Legal entity:**

Official designation (legal nature)

**Address:**

E.g. street, house number *(if any)*

**Postal code:**

**City:**

**Region/state (optional):**

**Country:**

**Email address:**

WIPO strongly recommends that you provide the email address of the holder to enable electronic communication. Email addresses must be accurate and kept up to date.

**Telephone (optional):**

Include country and area code, e.g., +41 22 338 7575.

### 4. Email Address for Correspondence for Multiple Holders

Complete this item if there are **multiple holders** and **no representative** is appointed, and you wish to:

- a) maintain the email address for correspondence as already recorded in the International Register (otherwise, it will be disregarded by WIPO);
- b) replace the existing email address for correspondence already recorded in the International Register;
- c) indicate for the first time an email address for correspondence other than that provided in item 3.

Note: If there is only one holder or a representative is appointed, the information provided under this item will be disregarded.

**Email address:**

WIPO will send all communications to this email address only. The email address must be accurate and kept up to date.

## 5. Signature

The signatory is the:



Holder



Representative of the holder

Full name:

As recorded in the International Register

Date:

Day/month/year

Signature:

Text string signatures (e.g. /John Doe/) are recommended. Signatures may be handwritten, printed, stamped, typed or in another electronic form (image, digital or computer generated).

## PAYMENT OF FEES

### 1. Amount of Fees (in Swiss francs)

One international registration

144

each additional international registration: 72

x

international registrations

=

**TOTAL**

=

### 2. Instructions to debit from a Current Account at WIPO

WIPO is hereby instructed to debit the required amount of fees from the following Current Account at WIPO (if this item is completed, it is not necessary to complete items 3 or 4 below):

Holder of the account:

Account number:

Identity of the party giving the instruction:

Full name or authorized user name

### 3. Payment received and acknowledged by WIPO

This must refer to a payment that you have previously sent to WIPO and wish to use for this request.

Identity of the party which made the payment:

Full name of the bank account holder

WIPO receipt number:

Receipt number of your previous payment(s)

### 4. Bank transfer

Identity of the party making the payment:

Full name of the bank account holder

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Payment made to WIPO bank account  
WIPO, UBS Switzerland AG, Zurich,  
Switzerland  
IBAN No. CH77 0024 0240 FP10 1035 6  
Swift/BIC: UBSWCHZH80A

Payment  
identification:

As indicated in the payment,  
e.g. Hague, DM/123456.

day/month/year:

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Payment made to WIPO postal account  
(within Europe only)  
WIPO, SWISS POST/Postfinance,  
Engelhaldenstrasse 37, CH-3030 Bern  
IBAN No. CH03 0900 0000 1200 5000 8  
Swift/BIC: POFICHBE

Payment  
identification:

As indicated in the payment,  
e.g. Hague, DM/123456.

day/month/year: