

## MM9 (E) – REQUEST FOR THE RECORDING OF A CHANGE IN THE NAME, ADDRESS, OR CONTACT DETAILS OF THE HOLDER OR, WHERE THE HOLDER IS A LEGAL ENTITY, FOR THE RECORDING TO INTRODUCE OR CHANGE INDICATIONS CONCERNING ITS LEGAL NATURE

We strongly recommend that you use the online [change holder details](#) form to request a change of name and/or address of the holder, and/or where the holder is a legal entity, a change in legal nature when paying the required fees with a credit card or debiting them from a WIPO current account. You can also use the online [change holder details](#) form to update the holder's contact details (e-mail, phone number, alternative address and e-mail address for correspondence).

### For use by the holder:

Number of continuation sheets:

Holder's reference:

### For use by the Office:

Office's reference:

## 1. INTERNATIONAL REGISTRATION NUMBER(S)

You may use this form for **several** international registrations of the **same** holder.

## 2. NAME OF THE HOLDER<sup>1</sup>

As **recorded** in the International Register.

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<sup>1</sup> Where the international registration is **jointly owned** indicate the names of each joint holder as recorded in the international registration here.

### 3. CHANGE IN NAME OR ADDRESS OF THE HOLDER

Indicate the change(s) by ticking the appropriate box(es) and providing the new name or new address.

(a) ☐ **New name:**

(b) ☐ **New address:**

### 4. CHANGE IN THE HOLDER'S CONTACT DETAILS

**If only item 4 is completed, there are no fees.**

Indicate the change(s) by ticking the appropriate box(es) and providing the e-mail address, phone number, alternative address and e-mail address for correspondence.

(a) ☐ **New e-mail address<sup>2</sup>:**

(b) ☐ **New phone number<sup>3</sup>:**

<sup>2</sup> The holder and representative (if any) must have their own e-mail addresses on-record for each international registration they own or manage. If the e-mail address for the holder is not currently on-record for the international registration(s) indicated in item 1, and you do not provide it in this form, this request will be irregular.

The holder and representative must ensure that the e-mail address provided here is correct and must keep it up to date. To update an e-mail address on-record use "[Change holder details](#)" or "[Manage representative](#)".

When there are multiple holders, each holder must provide their own unique e-mail address that differs from the email addresses of all other holders and of any representative.

<sup>3</sup> Indicating a phone number is not required, but it will allow WIPO to reach you if needed.

(c) ☐ **New alternative address and e-mail address for correspondence<sup>4</sup>:**

(i) New postal address:

(ii) New e-mail address:

## **5. IF THE HOLDER IS A LEGAL ENTITY, RECORDING OF OR CHANGE IN THE INDICATIONS CONCERNING THE LEGAL NATURE OF THE HOLDER**

Provide **both** of the following indications.

(a) **Legal nature of the legal entity:**

(b) **State (country) and, where applicable, territorial unit within that State (canton, province, state, etc.), under the law of which the said legal entity has been organized:**

<sup>4</sup> Use this **only** if you want WIPO to send all communications concerning the international registration(s) indicated in item 1 to an address and e-mail address different from those indicated in item 3 (b) and 4 (a) or already recorded in the International Register.

**6. SIGNATURE OF THE HOLDER AND/OR THEIR REPRESENTATIVE****Holder (as recorded in the International Register):***By signing this form, I declare that I am entitled to sign it under the applicable law.*

Name:

Signature:

**Representative of the holder (as recorded in the International Register):***By signing this form, I declare that I am entitled to sign it under the applicable law.*

Name:

Signature:

**7. SIGNATURE OF THE OFFICE PRESENTING THE REQUEST**

Where the request is presented through an Office.

**(a) Name of the Office:****(b) Name and signature of the official signing on behalf of the Office:***By signing this form, I declare that I am entitled to sign it under the applicable law.***(c) E-mail address of the contact person in the Office:**

## METHOD OF PAYMENT

If you want to debit the amount of the fees from your Current Account at WIPO, tick the box and provide the information under item (a). If you have already transferred those amounts to WIPO's bank or postal account, provide as much information as possible under item (b), which would allow WIPO to identify and allocate your payment.

### (a) INSTRUCTIONS TO DEBIT FROM A CURRENT ACCOUNT

- ☐ The International Bureau is hereby instructed to debit the required amount of fees from a current account opened with the International Bureau (if this box is checked, it is not necessary to complete (b)).

Holder of the account:	
Account number:	
Identity of the party giving the instructions:	

### (b) BANK OR POSTAL TRANSFER

Identity of the party effecting the payment:			
Payment received and acknowledged by WIPO	<input type="checkbox"/>	WIPO receipt number	
Payment made to WIPO bank account Account name: WIPO Bank: UBS SWITZERLAND AG, ZURICH, SWITZERLAND IBAN: CH77 0024 0240 FP10 1035 6 Swift: UBSWCHZH80A	<input type="checkbox"/>	Payment identification	dd/mm/yyyy
Payment made to WIPO postal account (within Europe only) Account name: WIPO / OMPI SWISS POST/Postfinance, Engelhaldenstrasse 37, CH-3030 Bern IBAN: CH03 0900 0000 1200 5000 8 Swift: POFICHBE	<input type="checkbox"/>	Payment identification	dd/mm/yyyy

**FEE CALCULATION SHEET****AMOUNT OF FEES**

The fee is 150 Swiss francs, irrespective of the number of international registrations listed in item 1.	<b>TOTAL (Swiss francs)</b>	<b>=</b>	<b>150.-</b>
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**CONTINUATION SHEET**

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