

WORLD INTELLECTUAL PROPERTY
ORGANIZATION

世界知识产权组织

ORGANIZACION MUNDIAL
DE LA PROPIEDAD INTELECTUAL



ORGANISATION MONDIALE
DE LA PROPRIÉTÉ INTELLECTUELLE

المنظمة العالمية للملكية الفكرية

ВСЕМИРНАЯ ОРГАНИЗАЦИЯ
ИНТЕЛЛЕКТУАЛЬНОЙ СОБСТВЕННОСТИ

C. PCT 984
04

March 17, 2004

Madam,
Sir,

I refer to Circular C. PCT 978 dated February 18, 2004, inviting your organization to be represented as an observer at the sixth session of the *Working Group on Reform of the Patent Cooperation Treaty (PCT)*, convened to meet in Geneva from May 3 to 7, 2004.

I have pleasure in communicating that the World Intellectual Property Organization (WIPO) will cover the cost of travel by air in economy class and provide a daily subsistence allowance for one representative designated by your organization to participate in the session. Details of travel and other
./ arrangements are set out in the Annex to this note.

I should be grateful if the name and title of the designated representative
./ could be communicated to WIPO by means of the enclosed participation form before April 16, 2004

Sincerely yours,

A handwritten signature in green ink, appearing to read 'Francis Gurry', is written over a faint, larger version of the signature.

Francis Gurry
Deputy Director General

Enclosures: Annex
Participation Form

ANNEX

TRAVEL AND OTHER ARRANGEMENTS FOR THE WORKING GROUP ON REFORM OF THE PATENT COOPERATION TREATY (PCT)

SIXTH SESSION
MAY 3 TO 7, 2004

WIPO will provide the designated person with an air ticket in economy class from the location of his/her Office to Geneva and return. The price of any ticket bought by the designated person will not be reimbursed by WIPO.

WIPO will also provide the designated person with a daily subsistence allowance (“DSA” for hotel accommodation, meals and miscellaneous expenses) for the period of the meeting in Geneva at the applicable United Nations rate. The rate for Geneva is currently 322 Swiss francs. In addition a lump sum of 75,60 Swiss francs (subject to change) will be paid in respect of “terminal expenses” (for taxis, porters and other incidental expenses) on departure and arrival.

An accident insurance (accident only, not sickness) provided by WIPO will cover the period of the travel and the meeting.

WIPO



WORLD INTELLECTUAL PROPERTY ORGANIZATION

GENEVA

INTERNATIONAL PATENT COOPERATION UNION (PCT UNION)

WORKING GROUP ON REFORM OF THE PATENT COOPERATION TREATY (PCT)

Sixth Session

Geneva, May 3 to 7, 2004

PARTICIPATION FORM

(Request for payment of travel expenses)

1. Organization:
2. Surname: Mrs./Miss/Mr.
(in block letters)
First Name(s):
3. Present Official Title:
4. Full Address: Official:
.....
Private:
5. Telephone Numbers: Official: Private:
6. Fax Numbers: Official: Private:
7. E-mail:

I confirm that my organization will not cover the travel expenses related to my participation in the above-mentioned meeting.

Date: Signature:

Note: WIPO will provide the round-trip air ticket (economy class); it will be delivered to the participant one to two weeks before the travel date. The daily subsistence allowance for the duration of the meeting, payable in Geneva, will be in accordance with the applicable United Nations rate (currently 322 Swiss francs, subject to change).

Please send by facsimile to: (41-22) 338 87 80