



## **BELIZE INTELLECTUAL PROPERTY OFFICE**

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**Vol. 4 - No. 5A**

**Belmopan, March 11, 2005,**

**Page 196**

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### **INTELLECTUAL PROPERTY SPECIAL JOURNAL**

**BELIZE:**

#### **ADMINISTRATIVE INSTRUCTIONS**

**No. 1 of 2005**

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**ADMINISTRATIVE INSTRUCTIONS** made by the Registrar of Intellectual Property in exercise of the powers conferred upon him by section 69 of the Patents Act, Chapter 253 of the Substantive Laws of Belize, Revised Edition 2000.

#### **PART I**

#### **PRELIMINARY**

Short title.

1. These Administrative Instructions may be cited as the **TRADEMARKS (GENERAL PROCEDURES) ADMINISTRATIVE INSTRUCTIONS, 2005.**

**PART II**

**WITHDRAWAL AND RESTRICTON OF APPLICATION**

Withdrawal of application.

2. When an applicant wishes to withdraw an application, he must submit to the Registrar an application to withdraw in Form No. 8A, together with the prescribed fee.

Restriction of application.

3.(1) When an applicant wishes to restrict the goods or services covered by the application pursuant to section 17 of the Act, he must submit to the Registrar an application to restrict in Form No. 8B, together with the prescribed fee.

(2) The Registrar on receipt of a restriction application shall record the restriction in the Register for the goods or services as set out in the restriction application.

**PART III**

**OPPOSITION**

Evidence in support of opposition.

4. Upon receipt of an answer to opposition and duplicate, the Registrar shall forthwith send the duplicate to the opponent and within one month from the receipt of the duplicate the opponent shall leave with the Registrar such evidence by way of affidavit as he may desire to adduce in support of his opposition and shall deliver to the applicant a copy of the affidavit.

Evidence in support of application.

5. If an opponent leaves no evidence, he shall, unless the Registrar otherwise directs, be deemed to have abandoned his opposition but, if he does leave evidence, then, within one month from the receipt of the copy of the affidavit the applicant shall leave with the Registrar such evidence by way of affidavit as he desires to adduce in support of his application and shall deliver to the opponent a copy of the affidavit.

Evidence in reply by opponent.

6. Within one month from the receipt by the opponent of the copy of the applicant's affidavit, the opponent may leave with the Registrar evidence by affidavit in reply, and shall deliver to the applicant a copy of the affidavit. This evidence shall be confined to matters strictly in reply.

Further evidence.

7. No further evidence shall be left on either side but, in any proceedings before the Registrar, he may at any time if he thinks fit give leave to either the applicant or the opponent to leave any evidence upon such terms as to costs or otherwise as he may think fit.

Exhibits.

8.(1) Where there are exhibits to affidavits filed in an opposition, copies or impressions of such exhibits shall be sent to the other party on his request and at his expense, or, if such copies or impressions cannot conveniently be furnished, the originals shall be left with the Registrar in order that they may be open to inspection.

(2) The original exhibits shall be produced at the hearing unless the Registrar otherwise directs.

Hearing.

9.(1) Upon completion of the evidence, the Registrar shall give notice to the parties of a date when he will hear the arguments in the case.

(2) Such appointment shall be for a date at least fourteen days after the date of the notice, unless the parties consent to a shorter notice.

(3) Within seven days from the receipt of the notice any party who intends to appear shall so notify the Registrar on Form No. 7A.

(4) A party who receives notice as mentioned above and who does not, within seven days from the receipt of such notice, so notify the Registrar on Form No.

7A, may be treated as not desiring to be heard and the Registrar may act accordingly.

Extension of time.

10. Where in opposition proceedings any extension of time is granted to any party, the Registrar may thereafter, if he thinks fit, without giving the said party a hearing, grant any reasonable extension of time to any other party in which to take any subsequent step.

Security for costs.

11. Where a party giving notice of opposition or an applicant sending an answer to opposition after receipt of a copy of such notice neither resides nor carries on business in Belize, the Registrar may require him to give security, in such form as the Registrar may deem sufficient, for the costs of the proceedings before the Registrar, for such amount as the Registrar may deem fit, and at any stage in the proceedings may require further security to be given at any time before giving his decision in the case.

Costs in uncontested case.

12. In the event of an opposition being uncontested by the applicant, the Registrar in deciding whether costs should be awarded to the opponent shall consider whether proceedings might have been avoided if reasonable notice had been given by the opponent to the applicant before the notice of opposition was lodged.

#### **PART IV**

### **REVOCATION AND INVALIDATION**

#### **Application for Revocation**

Required revocation form.

13.(1) Any person who wishes to have a mark revoked under section 46 of the Act, may so inform the Registrar by submitting a notice of revocation in Form No. 17A, together with the prescribed fee.

(2) The applicant's answer to a notice of revocation under sub-paragraph (1) must be submitted in Form No. 17B, together with the prescribed fee, and the answer must indicate the grounds on which the applicant relies and any facts alleged in the notice of revocation that the applicant admits.

(3) Part III shall apply, with the necessary modifications, to this Part.

**Application for Invalidation**

Required  
invalidation  
form.

14.(1) Any person who wishes to have a mark invalidated under section 47 of the Act, may so inform the Registrar by submitting a notice of invalidation in Form No. 17C, together with the prescribed fee.

(2) The applicant's answer to a notice of invalidation under sub-paragraph (1) must be submitted in Form No. 17D, together with the prescribed fee, and the answer must indicate the grounds on which the application relies and any facts alleged in the notice of invalidation that the applicant admits.

(3) Part III shall apply, with the necessary modifications, to this Part.

**PART V**

**FEES AND FORMS**

Fees and  
payment.  
Schedule I.

15. The fees to be paid in relation to the relevant applications are those prescribed in Schedule I.

Forms  
required.  
Schedule II.

16. The forms required for the relevant applications are those prescribed in Schedule II.

**MADE** by the Registrar of Intellectual Property this 7<sup>th</sup> day of March, 2005.

**(ELSON KASEKE)**

**Registrar of Intellectual Property**

SCHEDULE I

FEES

	\$	c.
On submitting a withdrawal of application ... ..	50.00	
Rebate on withdrawal of application ... ..		relevant registration/ recordal fee (plus publication fee if application is unpublished)
On submitting a notice of revocation of registration ... ..	50.00	
On submitting an answer to a notice of revocation ... ..	50.00	
On submitting a notice of invalidation of registration... ..	50.00	
On submitting an answer to a notice of invalidation of registration ... ..	50.00	
For participating in revocation or invalidation proceedings ... ..	350.00	
For publication of notice of renewal of registration ... ..	250.00	
For all other publications ... ..	100.00	
For cancellation of a sub-licence-contract ... ..	50.00	
For recording the transfer of a sub-licence-contract ... ..	50.00	

On application for restriction of application for registration of a mark ... ..	50.00
For an electronic search of the Register ..	20.00
For requesting that the Registrar extend the time limit for doing any thing ... ..	50.00

SCHEDULE II

TRADE MARKS ACT (CAP. 257)

FORM No. 4A

APPLICATION FOR OTHER CHANGE TO APPLICATION  
FOR REGISTRATION OF A MARK

I/We<sup>1</sup>

.....

.....

the owner of the<sup>2</sup> ..... Mark claimed  
in application No. .... hereby apply to have the  
following change made to this application:<sup>3</sup> .....

.....

Dated this ..... day of ....., 20 .....

4 .....

The Registrar  
Intellectual Property Office  
BELIZE.

1. Name of present applicant.

2. Insert Trade, Collective or Certification, if appropriate.
3. State other change (apart from change in applicant's name, address or his address for service in Belize).
4. Signature.

TRADE MARKS ACT (CAP. 257)

FORM NO. 7A

NOTICE TO THE REGISTRAR OF ATTENDANCE OF HEARING

I/We<sup>1</sup> .....of .....  
 .....hereby give notice that the Hearing of the  
 arguments in the matter of .....  
 .....  
 Which, by the Registrar's Notice to me (*or us*) dated the .....day  
 of....., 20..... is fixed for .....a.m. *or* p.m. at the  
 Registrar's Office on the .....day of ....., 20....., *will*  
*be attended* by me (*or us*) or by some person on my (*or our*) behalf.

DATED this .....day of....., 20.....

<sup>2</sup> .....

To the Registrar  
 Intellectual Property Office  
 BELIZE.

1. Here insert name and address.
2. Signature.



TRADE MARKS ACT (CAP. 257)

FORM No. 8A

WITHDRAWAL

I/We<sup>1</sup>.....

.....  
the owner(s) of the Trade Mark Application No.....hereby withdraws  
such application for<sup>2</sup>.....

Dated this ..... day of ..... 20.....  
<sup>3</sup>  
.....

The Registrar  
Intellectual Property Office  
BELIZE.

1. Name of applicant.
2. Insert "all of the goods or services for which the application is made".
3. Signature.

TRADE MARKS ACT (CAP. 257)

FORM No. 8B

RESTRICTION

I/We<sup>1</sup> .....

.....  
the owner(s) of the Trade Mark Application No.....hereby restricts such  
application for<sup>2</sup> .....

Dated this ..... day of ..... 20.....  
<sup>3</sup> .....

The Registrar  
Intellectual Property Office  
BELIZE.

\_\_\_\_\_

- 1. Name of applicant.
- 2. Insert "all of the goods or services for which the restriction is made".
- 3. Signature.

TRADE MARKS ACT (CAP.257)

FORM No. 16A

APPLICATION TO CANCEL RECORD IN REGISTER  
OF A SUB-LICENCE-CONTRACT

I/We<sup>1</sup> .....

.....  
hereby apply for cancellation of the record in the register of the particulars

of<sup>2</sup> .....  
.....

Evidence is hereto attached that the Sub-Licence-Contract has terminated.

Dated this .....day of ..... 20 ....  
.....<sup>3</sup> .....

To the Registrar  
Intellectual Property Office  
BELIZE.

- 
1. Name of registered licensee or sub-licensee under a Sub-Licence-Contract.
  2. Name of sub-licensee under Sub-Licence-Contract the record on the register of which is to be cancelled.
  3. Signature.

---

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TRADE MARKS ACT (CAP. 257)

FORM No. 16B

APPLICATION TO RECORD TRANSFER OF  
SUB-LICENCE-CONTRACT

I/We<sup>1</sup> .....  
.....  
a registered sub-licensee in respect of the Trade Mark registered under No.  
..... hereby apply to transfer the Sub-Licence-Contract  
to<sup>2</sup> .....  
by virtue of the authority vested in me pursuant to<sup>3</sup> .....  
and to have such person entered in the record in the registration in my/our stead.

Dated this ..... day of ..... 20 .....

4 .....

To the Registrar  
Intellectual Property Office  
BELIZE.

- 
1. Name of sub-licensee recorded in the register.
  2. Name and address of person to whom Sub-Licence-Contract transferred and if he resides outside Belize, an address for service within Belize.
  3. Here identify authority.
  4. Signature.
- 

TRADE MARKS ACT (CAP. 257)

FORM No. 17A

NOTICE OF APPLICATION FOR REVOCATION OF REGISTRATION  
OF A MARK

*(To be submitted in duplicate)*

IN THE MATTER OF an application for revocation by.....  
..... to Trade Mark No. ....  
of .....

I/We<sup>1</sup>..... hereby  
give notice of my/our application for revocation of the registration of the Mark  
registered under the above number in the Register.

The grounds for revocation are as follows:

.....  
.....

Address for service in Belize in these proceedings:

.....  
.....

Dated the ..... day of ....., 20 .....  
2 .....

To the Registrar  
Intellectual Property Office  
BELIZE.

- 
1. Here state full name and address of the person who wishes to revoke the application.
  2. Signature.

---

---

TRADE MARKS ACT (CAP. 257)

FORM No. 17B

FORM OF ANSWER TO REVOCATION APPLICATION

*(To be submitted in duplicate)*

IN THE MATTER OF an application for revocation by .....  
to Trade Mark No. ....

I/We .....  
the owner of the above Mark, hereby give notice that the following are the  
grounds on which I/we rely as supporting my/our application:

.....  
.....  
.....

I/We admit the following allegations in the Revocation Application:

.....  
.....

Address for service in Belize in these proceedings:

.....  
.....

Dated this ..... day of ..... 20 ....

Signature .....

To the Registrar  
Intellectual Property Office  
BELIZE.

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TRADE MARKS ACT (CAP. 257)

FORM No. 17C

NOTICE OF APPLICATION FOR INVALIDATION OF REGISTRATION  
OF A MARK

*(To be submitted in duplicate)*

IN THE MATTER OF an application for invalidation by.....  
..... to Trade Mark No. ....  
of .....

I/We<sup>1</sup>..... hereby  
give notice of my/our application for invalidation of the registration of the Mark  
registered under the above number in the Register.

The grounds for invalidation are as follows:

.....  
.....

Address for service in Belize in these proceedings:

.....  
.....

Dated the ..... day of ....., 20 .....  
2 .....

To the Registrar  
Intellectual Property Office  
BELIZE.

- 
1. Here state full name and address of the person who wishes to invalidate the application.
  2. Signature.
- 

TRADE MARKS ACT (CAP. 257)

FORM No. 17D

FORM OF ANSWER TO INVALIDATION APPLICATION

*(To be submitted in duplicate)*

IN THE MATTER OF an application for invalidation by .....  
to Trade Mark No. ....

I/We .....  
the owner of the above Mark, hereby give notice that the following are the  
grounds on which I/we rely as supporting my/our application:

.....  
.....

---

.....  
I/We admit the following allegations in the Invalidation Application:  
.....  
.....

Address for service in Belize in these proceedings:  
.....  
.....

Dated this ..... day of ..... 20 ....

Signature .....

To the Registrar  
Intellectual Property Office  
BELIZE.



**BELIZE:**

**ADMINISTRATIVE INSTRUCTIONS**

**No. 2 of 2005**

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**ADMINISTRATIVE INSTRUCTIONS** made by the Registrar of Intellectual Property in exercise of the powers conferred upon him by section 69 of the Patents Act, Chapter 253 of the Substantive Laws of Belize, Revised Edition 2000.

**PART I**

**PRELIMINARY**

Short title.

1. These Administrative Instructions may be cited as the **PATENTS (GENERAL PROCEDURES) ADMINISTRATIVE INSTRUCTIONS, 2005.**

**PART II**

**RESTORATION**

Restoration.

2.(1) An application for the restoration of a patent which has lapsed through non-payment of renewal fees shall be made by way of a petition to the Registrar in the form set out as Form No. 11.

(2) If the Registrar is satisfied that a *prima facie* case has been made out, he shall restore the patent and advertise the patent once in the Journal.

(3) At any time within two months of the date of the advertisement of the application, any person may oppose the restoration of the patent by submitting a notice of opposition in Form No. 12, together with the prescribed fee, and the notice must indicate the grounds on which the opponent relies.

(4) The patentee's answer to a notice of opposition under sub-paragraph (3) must be submitted in Form No. 13, together with the prescribed fee, and the answer must indicate the grounds on which the patentee relies and any facts alleged in the notice of opposition that the patentee admits.

**PART III**  
**OPPOSITION**

Evidence in support of opposition.

3. Upon receipt of an answer to opposition and duplicate, the Registrar shall forthwith send the duplicate to the opponent and within one month from the receipt of the duplicate the opponent shall leave with the Registrar such evidence by way of affidavit as he may desire to adduce in support of his opposition and shall deliver to the patentee a copy of the affidavit.

Evidence in support of restoration or surrender.

4. If an opponent leaves no evidence, he shall, unless the Registrar otherwise directs, be deemed to have abandoned his opposition but, if he does leave evidence, then, within one month from the receipt of the copy of the affidavit the patentee shall leave with the Registrar such evidence by way of affidavit as he desires to adduce in support of the restoration or surrender and shall deliver to the opponent a copy of the affidavit.

Evidence in reply by opponent.

5. Within one month from the receipt by the opponent of the copy of the patentee's affidavit, the opponent may leave with the Registrar evidence by affidavit in reply, and shall deliver to the patentee a copy of the affidavit. This evidence shall be confined to matters strictly in reply.

Further evidence.

6. No further evidence shall be left on either side but, in any proceedings before the Registrar, he may at any time if he thinks fit give leave to either the patentee or the opponent to leave any evidence upon such terms as to costs or otherwise as he may think fit.

Exhibits.

7.(1) Where there are exhibits to affidavits filed in an opposition, copies or impressions of such exhibits shall be sent to the other party on his request and at his expense, or, if such copies or impressions cannot conveniently be furnished, the originals shall be left with the Registrar in order that they may be open to inspection.

(2) The original exhibits shall be produced at the hearing unless the Registrar otherwise directs.

Hearing.

8.(1) Upon completion of the evidence, the Registrar shall give notice to the parties of a date when he will hear the arguments in the case.

(2) Such appointment shall be for a date at least fourteen days after the date of the notice, unless the parties consent to a shorter notice.

(3) Within seven days from the receipt of the notice any party who intends to appear shall so notify the Registrar on Form No. 14.

(4) A party who receives notice as mentioned above and who does not, within seven days from the receipt of such notice, so notify the Registrar on Form No. 14, may be treated as not desiring to be heard and the Registrar may act accordingly.

Extension of time.

9. Where in opposition proceedings any extension of time is granted to any party, the Registrar may thereafter, if he thinks fit, without giving the said party a

hearing, grant any reasonable extension of time to any other party in which to take any subsequent step.

Security for costs.

10. Where an opponent giving notice of opposition or a patentee sending an answer to opposition after receipt of a copy of such notice neither resides nor carries on business in Belize, the Registrar may require him to give security, in such form as the Registrar may deem sufficient, for the costs of the proceedings before the Registrar, for such amount as the Registrar may deem fit, and at any stage in the proceedings may require further security to be given at any time before giving his decision in the case.

Costs in uncontested case.

11. In the event of an opposition being uncontested by the patentee, the Registrar in deciding whether costs should be awarded to the opponent shall consider whether proceedings might have been avoided if reasonable notice had been given by the opponent to the patentee before the notice of opposition was lodged.

**PART IV**  
**FEES AND FORMS**

Fees and payment. Schedule I.

12. The fees to be paid in relation to the relevant applications are those prescribed in Schedule I.

Forms required. Schedule II.

13. The forms required for the relevant applications are those prescribed in Schedule II.

**MADE** by the Registrar of Intellectual Property this 7<sup>th</sup> day of March, 2005.

**(ELSON KASEKE)**  
**Registrar of Intellectual Property**

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## SCHEDULE I

## FEES

	\$
For all other publications.....	100.00
For restoration of a patent.....	600.00
	(plus any outstanding annuities and late fees)
On submitting a notice of opposition to an application for restoration of a patent.....	100.00
On submitting an answer to a notice of opposition.....	100.00
For recording a change of name or address in the Register.....	100.00
For recording any other change in the Register.....	100.00
Rebate on withdrawal of application.....	relevant registration/recordal fee (plus publication fee if application is unpublished)
For cancellation of a licence-contract.....	200.00
For recording a sub-licence-contract.....	200.00
For cancellation of a sub-licence-contract.....	200.00
For recording the transfer of a sub-licence-contract.....	200.00
For a replacement of a patent certificate.....	50.00
For transferring application for a patent.....	50.00
On application for approval of the transfer of an application for a patent.....	50.00
For an electronic search of the Register.....	20.00

SCHEDULE II

FORM NO. 2A

APPLICATION FOR AN ADDRESS FOR SERVICE

I/WE<sup>1</sup> .....

.....

the patentee/licensee(s) of Patent No.<sup>2</sup> .....

hereby apply for an entry of the following as my/our address for service in Belize<sup>3</sup>.

.....

.....

.....

DATED this .....day of ....., 20.....

<sup>4</sup> .....

The Registrar  
Intellectual Property Office  
BELIZE

- 
- 1. Name of patentee or registered licensee(s).
  - 2. Identify Patent.
  - 3. State address.
  - 4. Signature.



FORM No. 2B

POWER OF ATTORNEY

I (We)

(Name and address)

do hereby authorize

to represent me(us) as applicant(s)  
in all proceedings related to the processing

of all my(our) patent applications

of international application No.

(check the applicable box)

before the Belize Intellectual Property Office and to make or receive payments on  
my(our) behalf.

Place:

Date:

Signature:

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FORM No. 2C

WITHDRAWAL

I/We<sup>1</sup>.....  
.....  
the owner(s) of the Patent Application No..... hereby withdraws such  
application.

Dated this ..... day of ..... 20.....  
<sup>2</sup> .....

The Registrar  
Intellectual Property Office  
BELIZE.

- 
- 1. Name of applicant.
  - 2. Signature.

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FORM No. 2D

APPLICATION TO AMEND APPLICATION  
FOR REGISTRATION OF A PATENT

I/We<sup>1</sup>.....  
.....  
the owner of the Patent Application No. .... hereby apply to have the  
following change made to this application:<sup>2</sup> .....

Dated this ..... day of ..... , 20 .....

<sup>3</sup> .....



The Registrar  
Intellectual Property Office  
BELIZE.

- 
- 1. Name of applicant.
  - 2. State amendment.
  - 3. Signature.
- 

FORM No. 6A

APPLICATION TO CANCEL RECORD IN REGISTER  
OF A LICENCE-CONTRACT

I/We<sup>1</sup>.....

.....  
hereby apply for cancellation of the record in the register of the particulars of<sup>2</sup>

.....  
Evidence is hereto attached that the Licence-Contract has terminated.

Dated this ..... day of ..... 20 ....

<sup>3</sup> .....

To the Registrar  
Intellectual Property Office  
BELIZE.

- 
- 1. Name of patentee or licensee under a Licence-Contract.
  - 2. Name of licensee under Licence-Contract the record on the register of which is to be cancelled.
  - 3. Signature.
-

FORM No. 6B

APPLICATION TO RECORD TRANSFER OF LICENCE-CONTRACT

I/We<sup>1</sup> .....
.....
a registered licensee in respect of the Patent registered under No.
..... hereby apply to transfer the Licence-Contract
to<sup>2</sup>.....
.....
by virtue of the authority vested in me pursuant to<sup>3</sup> .....
.....
and to have such person entered in the record in the registration in my/our stead.

Dated this ..... day of ..... 20 .....

<sup>4</sup> .....

- 1. Name of licensee recorded in the register.
2. Name and address of person to whom Licence-Contract transferred and if he resides outside Belize, an address for service within Belize.
3. Here identify authority.
4. Signature.

FORM No. 6C

APPLICATION TO RECORD A  
SUB-LICENCE-CONTRACT

I/We<sup>1</sup> .....

.....

being the registered licensee(s) of Patent No.<sup>2</sup> ..... hereby  
apply to register a sub-licence-contract, (a copy of which is attached).

Jointly submitted by the parties to the said sub-licence-contract, being

..... of ..... and

..... of .....

Dated this ..... day of ..... 20 .....

The Registrar  
Intellectual Property Office  
BELIZE.

- 
- 1. Name of registered licensee.
  - 2. Identify Patent.

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FORM No. 6D

APPLICATION TO CANCEL RECORD IN REGISTER  
OF A SUB-LICENCE-CONTRACT

I/We<sup>1</sup> .....

.....

hereby apply for cancellation of the record in the register of the particulars of<sup>2</sup>

.....

.....

Evidence is hereto attached that the Sub-Licence-Contract has terminated.

Dated this ..... day of ..... 20 ....

3 .....

To the Registrar  
Intellectual Property Office  
BELIZE.

- 
1. Name of registered licensee or sub-licensee under a Sub-Licence-Contract.
  2. Name of sub-licensee under Sub-Licence-Contract the record on the register of which is to be cancelled.
  3. Signature.

FORM No. 6E

APPLICATION TO RECORD TRANSFER OF  
SUB-LICENCE-CONTRACT

I/We<sup>1</sup> .....

.....  
a registered sub-licensee in respect of the Patent registered under No.

..... hereby apply to transfer the Sub-Licence

Contract to<sup>2</sup>.....

by virtue of the authority vested in me pursuant to<sup>3</sup> .....

.....  
and to have such person entered in the record in the registration in my/our stead.

Dated this ..... day of ..... 20 .....

4 .....

1. Name of sub-licensee recorded in the register.
2. Name and address of person to whom Sub-Licence-Contract transferred and if he resides outside Belize, an address for service within Belize.
3. Here identify authority.
4. Signature.

FORM No. 7A

NOTICE OF OPPOSITION TO APPLICATION  
FOR SURRENDER OF A PATENT

*(To be submitted in duplicate)*

IN THE MATTER OF an opposition by .....  
.....to Application for Surrender of Patent No.....  
of .....

I/We<sup>1</sup> ..... hereby  
give notice of my/our opposition to the Surrender advertised under the above  
number in the Journal of the.....day of ....., 20.....

The grounds of opposition are as follows:

.....  
.....

Address for service in Belize in these proceedings:

.....  
.....

DATED the .....day of ....., 20.....

<sup>2</sup> .....

To the Registrar  
Intellectual Property Office  
BELIZE.

- 
1. Here state full name and address of the person who opposes the application.
  2. Signature.
- 

FORM No. 7B

FORM OF ANSWER TO OPPOSITION  
(SURRENDER OF PATENT)

*(To be submitted in duplicate)*

IN THE MATTER of an opposition by .....  
To the Surrender of Patent No. ....

I/We .....  
the owner of the above Patent, hereby give notice that the following are the  
grounds on which I/we rely in answer to the above opposition:  
.....  
.....  
.....

I/We admit the following allegations in the Notice of Opposition:  
.....  
.....

Address for service in Belize in these proceedings:  
.....

.....  
Dated this .....day of ....., 20.....

Signature .....

To the Registrar  
Intellectual Property Office  
BELIZE.

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FORM No. 9

APPLICATION TO RECORD CHANGE  
IN REGISTER

I/We<sup>1</sup>.....  
.....  
.....

the patentee/licensee(s) of the patent entitled <sup>2</sup>.....  
registered under No.(s) ..... hereby apply to record the following change in  
the register in respect of such registration(s)<sup>3</sup>.....  
.....

Dated this ..... day of ..... 20.....  
<sup>4</sup>.....

The Registrar  
Intellectual Property Office  
BELIZE.

- 
1. Name of patentee or registered licensee.
  2. Insert title of patent.
  3. State change in patentee's name, address or his address for service in Belize, or other change.
  4. Signature.

Note: In change of name, evidence of the change should be attached hereto.

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FORM No. 10

APPLICATION TO RECORD TRANSFER OF PATENT

I/We<sup>1</sup>.....  
of<sup>2</sup>..... hereby  
apply to have my/our ..... recorded in  
the register as the registered owner of Patent No. .... by virtue of  
<sup>3</sup> .....  
.....  
a copy of which is enclosed.

The address for service in respect of this Patent is as follows:  
<sup>4</sup> .....  
.....

Dated this ..... day of ..... 20 ....  
<sup>5</sup> .....

The Registrar  
Intellectual Property Office  
BELIZE.

- 
1. Name of transferee.
  2. Full trade or business address of transferee.
  3. Full particulars of documents by which Patent transferred.
  4. This paragraph should be completed by providing the address for service in Belize, if the trade or business address of the transferee is outside Belize.
  5. Signature.
-



FORM No. 11

PETITION FOR RESTORATION OF PATENT

IN THE MATTER OF an application by .....  
For restoration of Patent No.....

The restoration of a patent is requested for the above patent.

The grounds for restoration are as follows:

.....  
.....  
.....

Address for service in Belize in these proceedings:

.....  
.....

Dated the ..... day of ....., 20 .....

\* .....

To the Registrar  
Intellectual Property Office  
BELIZE.

\_\_\_\_\_

\* Signature.



FORM No. 12

NOTICE OF OPPOSITION TO PETITION  
FOR RESTORATION OF A PATENT

*(To be submitted in duplicate)*

IN THE MATTER OF an opposition by .....  
..... to the Petition for Restoration of Patent No. ....  
of .....

I/We<sup>1</sup> ..... hereby  
give notice of my/our opposition to the Restoration advertised under the above  
number in the Journal of the .....day of ....., 20 .....

The grounds of opposition are as follows:

.....  
.....

Address for service in Belize in these proceedings:

.....  
.....

Dated the ..... day of ....., 20 .....

<sup>2</sup> .....

To the Registrar  
Intellectual Property Office  
BELIZE.

- 
1. Here state full name and address of the person who opposes the restoration.
  2. Signature.
-

FORM No. 13

FORM OF ANSWER TO OPPOSITION  
(RESTORATION OF PATENT)

*(To be submitted in duplicate)*

IN THE MATTER OF an opposition by .....  
To the Restoration of Patent No. ....

I/We .....  
the owner of the above Patent, hereby give notice that the following are the  
grounds on which I/we rely in answer to the above opposition:

.....  
.....  
.....

I/We admit the following allegations in the Notice of Opposition:

.....  
.....

Address for service in Belize in these proceedings:

.....  
.....

Dated this ..... day of ..... 20 ....

Signature .....

To the Registrar  
Intellectual Property Office  
BELIZE.



FORM No. 14

NOTICE TO THE REGISTRAR OF ATTENDANCE OF HEARING

I/We<sup>1</sup>.....of .....

.....hereby give notice that the Hearing of the arguments in the matter of .....

.....

Which, by the Registrar's Notice to me (or us) dated the .....day of....., 20..... is fixed for .....a.m. or p.m. at the Registrar's Office on the .....day of ....., 20....., *will be attended* by me (or us) or by some person on my (or our) behalf.

DATED this .....day of....., 20.....

<sup>2</sup>.....

To the Registrar  
 Intellectual Property Office  
 BELIZE.

- 
1. Here insert name and address.
  2. Signature.
-

**BELIZE:**

**ADMINISTRATIVE INSTRUCTIONS**

**No. 3 of 2005**

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**ADMINISTRATIVE INSTRUCTIONS** made by the Registrar of Intellectual Property in exercise of the powers conferred upon him by section 69 of the Patents Act, Chapter 253 of the Substantive Laws of Belize, Revised Edition 2000.

**PART I**

**PRELIMINARY**

Short title.

1. These Administrative Instructions may be cited as the **INDUSTRIAL DESIGNS (GENERAL PROCEDURES) ADMINISTRATIVE INSTRUCTIONS, 2005.**

**PART II**

**RE-REGISTRATION OR RESTORATION**

Re-regis-  
tration or  
restoration.

2. Where a registered industrial design has completed its fifth anniversary of registration and at least six months thereafter no application has been made to renew it, the Registrar shall allow the industrial design to be re-registered or restored on the Register, and the provisions of the Act relating to the registration of industrial designs, including the payment of the relevant fees, shall apply to such re-registration or restoration, which shall for all purposes be deemed to be a registration.

**PART III**  
**FEES AND FORMS**

Fees and  
payment  
Schedule I.

3. The fees to be paid in relation to the relevant applications are those prescribed in Schedule I.

Forms  
required.  
Schedule II.

4. The forms required for the relevant applications are those prescribed in Schedule II.

**MADE** by the Registrar of Intellectual Property this 7<sup>th</sup> day of March, 2005.

**(ELSON KASEKE)**  
**Registrar of Intellectual Property**

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SCHEDULE I

FEES

On application for address for service .....	25.00
For publication of notice of application for registration.....	250.00
For publication of notice of renewal of registration .....	250.00
For cancellation of a licence-contract.....	50.00
For recording the transfer of a licence-contract.....	50.00
For recording a sub-licence-contract .....	50.00
For cancellation of a sub-licence-contract .....	50.00
For recording the transfer of a sub-licence-contract.....	50.00
On application for any other change in the Register.....	50.00
For a copy of any document.....	20.00

For any other publication .....	100.00
On application for amendment to application for registration of an industrial design .....	50.00
On submitting a withdrawal of application.....	50.00
Rebate on withdrawal of application.....	relevant registration/recordal fee (plus publication fee if application is unpublished)
For a reclassification of an application by the Registrar.....	80.00
For an alteration of a certificate of registration .....	50.00
For a replacement of a certificate of registration .....	50.00
For an electronic search of the Register.....	20.00
For requesting that the Registrar extend the time limit for doing anything .....	50.00

SCHEDULE II

INDUSTRIAL DESIGNS ACT (CAP. 254)

FORM No. 3A

APPLICATION FOR AN ADDRESS FOR SERVICE

I/WE<sup>1</sup> .....

.....

the registered owner(s)/licensee(s) of Industrial Design No.<sup>2</sup> .....

hereby apply for an entry of the following as my/our address for service in Belize<sup>3</sup>

.....

.....

.....

DATED this .....day of ....., 20.....

4 .....

The Registrar  
Intellectual Property Office  
BELIZE

- 
1. Name of registered owner(s) or registered licensee(s).
  2. Insert Industrial Design No.
  3. State address.
  4. Signature.

INDUSTRIAL DESIGNS ACT (CAP. 254)

FORM No. 3B

APPLICATION FOR CORRECTION OF APPLICATION  
FOR REGISTRATION OF AN INDUSTRIAL DESIGN

I/We<sup>1</sup> .....

.....  
the owner of the Industrial Design Application No. ....hereby apply  
to have the following correction made to this application:<sup>2</sup> .....

.....  
.....

Dated this ..... day of ....., 20 .....

3 .....



The Registrar  
Intellectual Property Office  
BELIZE.

- 
- 1. Name of applicant.
  - 2. State correction.
  - 3. Signature.

---

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INDUSTRIAL DESIGNS ACT (CAP. 254)

FORM No. 3C

WITHDRAWAL

I/We<sup>1</sup>.....  
.....  
the owner(s) of the Industrial Design Application No.....hereby  
withdraws such application.

Dated this ..... day of ..... 20.....  
<sup>2</sup> .....

The Registrar  
Intellectual Property Office  
BELIZE.

- 
- 1. Name of applicant.
  - 2. Signature.
- 
-

INDUSTRIAL DESIGNS ACT (CAP. 254)

FORM No. 6A

APPLICATION TO RECORD A LICENCE-CONTRACT

I/We<sup>1</sup> .....

.....  
being the registered owner(s) of the Industrial Design(s) registered under No.(s)  
..... hereby apply to  
record the following particulars of a licence-contract, a copy of which is attached  
hereto:

2 .....

3 .....

4 .....

5 .....

Dated this ..... day of ..... 20 ....

6 .....

To the Registrar  
Intellectual Property Office  
BELIZE.

- 
1. Name of registered owner.
  2. Name and full address of the licensee and if he resides outside Belize, an address for service within Belize.

3. List product to which Licence-Contract extends and for which Industrial Design is registered.
4. Term of Licence-Contract.
5. Whether Licence-Contract exclusive or non-exclusive.
6. Signature.

INDUSTRIAL DESIGNS ACT (CAP. 254)

FORM No. 6B

APPLICATION TO CANCEL RECORD IN REGISTER  
OF A LICENCE-CONTRACT

I/We<sup>1</sup> .....

.....  
hereby apply for cancellation of the record in the register of the particulars of<sup>2</sup>

.....  
Evidence is hereto attached that the Licence-Contract has terminated.

Dated this ..... day of ..... 20 ....

3 .....

To the Registrar  
Intellectual Property Office  
BELIZE.

1. Name of registered owner or licensee under a Licence-Contract.
2. Name of licensee under Licence-Contract the record on the register of which is to be cancelled.
3. Signature.

INDUSTRIAL DESIGNS ACT (CAP. 254)

FORM No. 6C

APPLICATION TO RECORD TRANSFER OF  
LICENCE-CONTRACT

I/We<sup>1</sup> .....  
 .....  
 a registered licensee in respect of the Industrial Design registered under No.  
 ..... hereby apply to transfer the Licence-Contract  
 to<sup>2</sup>.....  
 .....  
 by virtue of the authority vested in me pursuant to<sup>3</sup> .....  
 .....  
 and to have such person entered in the record in the registration in my/our stead.

Dated this ..... day of ..... 20 .....

<sup>4</sup> .....

- 
1. Name of licensee recorded in the register.
  2. Name and address of person to whom Licence-Contract transferred and if he resides outside Belize, an address for service within Belize.
  3. Here identify authority.
  4. Signature.
-

INDUSTRIAL DESIGNS ACT (CAP. 254)  
FORM No. 6D

APPLICATION TO RECORD A SUB-  
LICENCE-CONTRACT

I/We<sup>1</sup> .....

.....  
being a registered licensee(s) of the Industrial Design registered under No.(s)  
..... hereby apply to record the following particulars of  
a sub-licence-contract, a copy of which is attached hereto:

<sup>2</sup> .....

by virtue of the authority vested in me

<sup>3</sup> .....

<sup>4</sup> .....

<sup>5</sup> .....

Dated this ..... day of ..... 20 ...

<sup>6</sup> .....

The Registrar  
Intellectual Property Office  
BELIZE.

- 
1. Name of registered licensee.
  2. Name and full address of sub-licensee and, if he resides outside Belize, an address for service within Belize.
  3. List products to which sub-licence extends, covered by the main licence.

- 4. Term of sub-licence.
- 5. Whether sub-licence exclusive or non-exclusive.
- 6. Signature.

INDUSTRIAL DESIGNS ACT (CAP. 254)

FORM No. 6E

APPLICATION TO CANCEL RECORD IN REGISTER  
OF A SUB-LICENCE-CONTRACT

I/We<sup>1</sup> .....

.....  
hereby apply for cancellation of the record in the register of the particulars of<sup>2</sup>

.....  
Evidence is hereto attached that the Sub-Licence-Contract has terminated.

Dated this ..... day of ..... 20 ....

.....  
<sup>3</sup> .....

To the Registrar  
Intellectual Property Office  
BELIZE.

- 1. Name of registered licensee or sub-licensee under a Sub-Licence-Contract.
- 2. Name of sub-licensee under Sub-Licence-Contract the record on the register of which is to be cancelled.
- 3. Signature.

INDUSTRIAL DESIGNS ACT (CAP. 254)

FORM No. 6F

APPLICATION TO RECORD TRANSFER OF  
SUB-LICENCE-CONTRACT

I/We<sup>1</sup> .....

.....  
a registered sub-licensee in respect of the Industrial Design registered under No.  
..... hereby apply to transfer the Sub-Licence  
Contract to<sup>2</sup>.....  
by virtue of the authority vested in me pursuant to<sup>3</sup> .....  
and to have such person entered in the record in the registration in my/our stead.

Dated this ..... day of ..... 20 .....

<sup>4</sup> .....

To the Registrar  
Intellectual Property Office  
BELIZE.

- 
1. Name of sub-licensee recorded in the register.
  2. Name and address of person to whom Sub-Licence-Contract transferred and if he resides outside Belize, an address for service within Belize.
  3. Here identify authority.
  4. Signature.
-

INDUSTRIAL DESIGNS ACT (CAP. 254)

FORM No. 7A

CHANGE OF ADDRESS

I/We .....

*(name(s) and address(es))*

.....  
.....

the owner(s) of the application for registration of an industrial design or the registered design identified below wish to have recorded a change in address to

.....

*( address(es))*

.....  
.....

The prescribed fee of \$ ..... for registering the change of address is submitted herewith

Registration No.....

Date registered .....

Date application filed.....

Title of design.....

Signed at.....

on this ..... day of ..... in the year .....

by .....

*(Signature of owner or agent)*





INDUSTRIAL DESIGNS ACT (CAP. 254)

FORM NO. 8A

CERTIFICATE OF RENEWAL

**THE INDUSTRIAL DESIGN** shown above has been renewed in the  
 Name of ....., under No. ....  
 as of the .....day of ....., in respect of .....  
 The industrial design shall remain valid for a period of five years until the .....  
 day of ....., upon which it can renewed for a further  
 period of five years.

**SEALED** at my direction, this .....day of .....

Deputy Registrar  
 Intellectual Property Office  
 Belize

INDUSTRIAL DESIGNS ACT (CAP. 254)

FORM No. 10

APPLICATION TO RECORD CHANGE  
 IN REGISTER

I/We<sup>1</sup> .....

.....

.....  
the registered owner(s)/licensee(s) of the Industrial Design entitled  
.....<sup>2</sup> registered under No.(s) ..... hereby apply to  
record the following change in the register in respect of such registration(s)<sup>3</sup>  
.....  
.....

Dated this ..... day of ..... 20.....

<sup>4</sup> .....

The Registrar  
Intellectual Property Office  
BELIZE.

- 
- 1. Name of registered owner or registered licensee.
  - 2. Insert title of Industrial Design.
  - 3. State other change.
  - 4. Signature.

INDUSTRIAL DESIGNS ACT (CAP. 254)

FORM No. 11

SURRENDER

I/We<sup>1</sup> .....

.....  
the registered owner(s) of the Industrial Design(s) registered under No.(s).....  
hereby surrender such registration(s).

<sup>2</sup> A Licence-Contract is recorded in the register in respect of this registration and the licensee named therein consents to this surrender.

Dated this ..... day of ..... 20.....  
<sup>3</sup> .....

The Registrar  
Intellectual Property Office  
BELIZE.

- 
1. Name of registered owner.
  2. This paragraph should be included if a Licence-Contract is recorded in the register for the Industrial Design and the licensee consents to the surrender and the Licence-Contract does not contain a waiver of such consent.
  3. Signature.
- 
-

**BELIZE:**

**ADMINISTRATIVE INSTRUCTIONS**

**No. 4 of 2005**

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**ADMINISTRATIVE INSTRUCTIONS** made by the Registrar of Intellectual Property in exercise of the powers conferred upon him by section 69 of the Patents Act, Chapter 253 of the Substantive Laws of Belize, Revised Edition 2000.

- Short title. 1. These Administrative Instructions may be cited as the **PATENTS (ELECTRONIC FILING) ADMINISTRATIVE INSTRUCTIONS, 2005.**
- Application. 2. These Administrative Instructions shall only be applicable to national phase applications under the Patent Cooperation Treaty.
- Electronic filing and signature. 3.(1) In submitting a patent application to the Office, an applicant may use an electronic application form if the information is accessible so as to be usable for subsequent reference.
- (2) An applicant may use an electronic signature to sign the electronic application form.
- (3) In this paragraph, the expression “electronic signature” includes any combination of letters, numbers, spaces or punctuation marks placed between two forward slash (“/”)

symbols. Examples of acceptable signatures for electronic application forms include /john doe/, /drl/, and /577-34567/.

(4) An applicant must notify the Office of his particular method of electronic signature.

**MADE** by the Registrar of Intellectual Property this 7<sup>th</sup> day of March, 2005.

**(ELSON KASEKE)**

**Registrar of Intellectual Property**

\_\_\_\_\_ ... \_\_\_\_\_