



Intellectual Property Office

Form TM31C

Request for information about events relating to a UK trade mark

Fee £20 [per each event]

Use this form to request notification and information about specific events relating to a UK trade mark.

Do not use this form to request a copy of a trade mark file - email our Trade Mark Sales section at sales@ipo.gov.uk.

Note: If you wish to be notified of specific events **FREE OF CHARGE** visit www.gov.uk/track-a-trade-mark and register for the track a trade mark service.

Please note you can only quote one Trade Mark Number per form

1. Trade mark number	
2. Full name Person making this request.	
Address The alert will be sent to this address.	
	Postcode
Name of Owner The trade mark owner(s) name.	

3. Event(s)

Tick which trade mark event(s) you would like to be notified about.

Note: each item selected will incur a fee of £20.

A	The trade mark application is published	
B	The trade mark application is opposed	
C	The trade mark application is registered	
D	The trade mark is assigned (in full or in part)	
E	The trade mark has reached any dead status. For example withdrawn, refused, cancelled, removed	
F	The trade mark registration has been renewed	
G	A licence has been recorded	
H	A licence has been removed or amended	
I	Changes have been made to the list of goods and/or services	
J	An application has been made to declare the trade mark invalid	
K	An application has been made to revoke the trade mark	
L	An application has been made to record or cancel a registerable transaction other than an assignment or licence	
M	Appointment of a new representative	
N	The trade mark's status has been updated due to a regression or progression	

4. Signature

This can be typed or handwritten.

Name

(BLOCK CAPITALS)

Date

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5. Your reference

Complete if you would like us to quote this in communications with you, otherwise leave blank.

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Contact details

Name, daytime telephone number of the person to contact in case of query.

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Fees and payment

We will only process the form with this section completed (one form per payment)

To check the correct fee for this form, search on [GOV.UK](https://www.gov.uk) for 'trade mark forms and fees'

Total Fee Paying (£)

Your own reference (Optional)

Your contact details should we have a query

Name

Email

Phone

How would you like to pay?

Tick one

Using a debit or credit card – you will need the internet to pay by card

- 1 Go to our secure website – <https://fees.ipo.gov.uk/pay>
- 2 Enter your name, email address and total amount to pay from above
- 3 As proof of payment, write below the 10-character reference code displayed from the online payment screen.
DO NOT write your debit/credit card number

Deduct from IPO deposit account

IPO deposit account number

Cheque – make payable to 'Intellectual Property Office'

Bank transfer

Reference – use your IPO deposit account number if you have one or an application number or your name if you don't.

Use the following bank account details

Sort code	20-18-23
Account number	80531766
Account name	Intellectual Property Office
SWIFT code	BARCGB22
IBAN number	GB92 BARC 2018 2380 5317 66

Before you send us your form

Make sure you have:

- Answered questions 1 – 5.
- Provided a signature and date at question 4. This can be typed or handwritten.
- Made payment by card, cheque, bank transfer or IPO deposit account.
- Completed the payment sheet above.

**Email your completed PDF form to:
forms@ipo.gov.uk**

If you cannot email us your form, you can print and post your form to:
Intellectual Property Office, Concept House, Cardiff Road, Newport, South Wales, NP10 8QQ.

Please note: It takes longer to process paper forms sent by post.

Data Privacy: <https://www.gov.uk/government/publications/intellectual-property-office-privacy-notices/privacy-notice-for-personal-data-processed-for-the-administration-of-ip-rights>