



Form TM16
Application to record a change of ownership

Fee £50 (For one or more trade marks registered to the same owner)

Use this form to record changes to the ownership of UK trade marks for full assignment of the rights.

Do not use this form to record a partial change to the owner's rights. Use form **TM16P**. To make a change to an owner's name, use form **TM21A**.

Note: This form is not a substitute for the assignment document or other proof of the transaction.

1. Your Reference

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

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2. Trade mark number(s)

Tick if continuation page is attached.

If this transfer includes certification trade marks, please tick this box.

Note: Certification trade marks are used to guarantee the quality of goods or services rather than their trade source. 99% of marks are not certification trade marks. We may request that you file amended regulations for the assignment of a certification mark.

3. Full name of owner(s) currently recorded on our register

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4. Full name of new owner(s)

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Owner type

Specify whether Person, Company/LLP, Partnership, Trust or Other.

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Address

If the address is not within the United Kingdom, Gibraltar or the Channel Islands you must also complete section 5.

	Postcode

Email address

Complete if you have no representative and would like us to correspond with you by email.

Company registration number:

Complete if the applicant is a company incorporated in the UK.

Country of incorporation:

If registered in USA also enter the 'State', e.g. 'Delaware'.

5. Representative name

For new owner, if applicable.

Address

The address provided in this section must be within the United Kingdom, Gibraltar or the Channel Islands.

Note: We will record this address as the contact address for future correspondence.

	Postcode
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Email address

Complete if you would like us to correspond with you by email.

6. Date of transfer of ownership

This should be in the dd/mm/yyyy format and must not be in the future.

7. Method of transfer

Tick as appropriate.

Assent – This is used when carrying out duties as executor/administrator of a deceased person's estate.

	Assignment
	Court order
	Assent
	Company merger

8. Stamp duty declaration

Please confirm that any necessary stamp duty has been paid, or that it is not payable with reference to the underlying documentation transferring the rights which relate to this application. We may ask you for further evidence to support your declaration before we register the change of ownership.
(Tick applicable box)

*"IP" means intellectual property and includes patents, trade marks, designs and copyright.

Note: If you need advice on stamp duty visit HM Revenue and Customs (HMRC) website at www.hmrc.gov.uk/so/index.htm or call their helpline 0300 200 3510.

	<p>No stamp duty is payable</p> <p>The most common reason for this will be that the transfer was made:</p> <p>(i) In respect of IP* only, or IP and related goodwill only, and</p> <p>(ii) on or after 28 March 2000</p>
	<p>Stamp duty has been paid in respect of the transfer documentation to HMRC.</p> <p>Stamp duty may be payable to HMRC if the transfer was made in respect of:</p> <ul style="list-style-type: none"> • IP only and prior to 28 March 2000. • IP and related goodwill only, and prior to 28 March 2000. • IP and unrelated goodwill only, prior to 23 April 2002. • IP and other transferable property, at any time.

9. Authorisation to change register

Note: Both parties or their representatives must sign this form. If this cannot be done, then supporting documentary evidence must be provided.

Signature (Old Owner)

This can be typed or handwritten.

Name

(BLOCK CAPITALS)

Interest in trade mark(s)

(Indicate as appropriate)

	Old owner
	Old owner's recorded representative

Signature(s) (New Owner)

This can be typed or handwritten.

Name

(BLOCK CAPITALS)

Interest in trade mark(s)

(Indicate as appropriate)

	New owner
	New owner's representative

10. Person making this request

Full Name.

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Address (If different to Sections 3 or 4)

Note: Confirmation of the assignment will be sent to this address.

	Postcode

Date

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11. Other register changes

If you are filing any other forms to change the register details of the trade mark(s) listed, enter details here. (If not enough space; use a continuation sheet and attach).

Note: to help us process a multiple request, please provide the same reference on all your forms in the "Your Reference" box on the last page of the forms.

Form No	Trade Mark No(s)

Number of sheets attached to this form.

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12. 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 – 12.
- Provided the date you transferred ownership at question 6. This must not be in the future.
- Provided both signatures and date at question 9. 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-notice-for-personal-data-processed-for-the-administration-of-ip-rights>