



For Official Use

**Design Right Form 4**

Application by Design Right or  
Copyright owner to vary terms of licence of right

1. Your reference:

2. Please give full name and address of applicant.

Name

Address

ADP number (if known)

3. Please give an address for a service in the United Kingdom to which all correspondence will be sent.

Name

Address

ADP number (if known)

4. Please identify the licence which is the subject of the application.

5. Please give the name and address of the licence holder

Name

Address

ADP number (if known)

6. Signature.

Date

**Notes:**

Please type or write in dark ink using BLOCK LETTERS. For details of prescribed fees please contact the Intellectual Property Office.

Rule 14 of the Design Right (Proceedings before Comptroller) Rules 1989 is the main rule governing the completion and filing of this form.

This form must be filled together with a statement in duplicate setting out the particular of the grounds for variation and the terms required to be varied.

Reminder

Have you attached:

a statement in duplicate of the grounds for variation and the terms required?

the prescribed fee?

**Data Privacy:** <https://www.gov.uk/government/organisations/intellectual-property-office/about/personal-information-charter>

# 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/search/query/design-forms-and-fees) for 'design 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.ipso.gov.uk/pay>
- 2 Enter your name, email address and total amount to pay from above
- 3 As proof of payment, write below the 16-digit reference number 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'  
and please send to the address specified below.

**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

**Post to:** Intellectual Property Office, Concept House, Cardiff Road, Newport, South Wales, NP10 8QQ, United Kingdom

REV MAR 20 DRF4