

Annex 1a

Ex Parte Hearing Arrangements	Date Set -
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(telephone / person / video link)

PATENT NO......

Normal	Scottish	SPC	Design
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OPI / NOPI **SECTION**.....

TYPE OF HEARING - **REFERENCE**.....

Date request made..... Date received in Section.....

Applicant

Attorneys

Telephone

Fax

Contact/ref

Contact name.....

Email

Counsel.....

Clerk

Telephone

HO HA.....

RoomExt..... RoomExt.....

CO..... ROOM NUMBER.....Time.....

RoomExt..... BAY No's - (if by car)

T/W or Dig Rec –

Attendees

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Hearings room booked

Transcript writer booked if required

