

## ANNEX 3b

**Your reference:**

**Our reference:**

(Date)

Dear Sir(s)

### REMINDER

**Ceased Patent No: XXXXXXXXX**

**Application for restoration under Section 28 of the Patents Act 1977**

1. My letter dated XXXXXX informed you that your application for restoration of patent number (patent number) had been allowed subject to payment of the outstanding renewal fees of £XXX
2. You were asked to pay this fee by (DATE); however it would appear that you have not done so.
3. If you still intend to pay the outstanding renewal fee, it is possible for us to grant you an extension of a further two months in which to do so. If you would like us to do this, you need to put your request in writing and send it to us as a matter of urgency.
4. The consequences of failing to request an extension of time and paying the outstanding fee are set out below.

### **Failure to request an extension and pay the renewal fee**

5. If you do not request an extension of time and do not pay the outstanding fee, your application for restoration will be refused by an official decision. This means that we will be unable to accept any subsequent payment of the renewal fee.
6. Should you still wish to pay the fee, you will need to file an appeal at the Patents Court. An appeal may cost you a lot of money and take up a great deal of your time. Costs, which may be large, are also normally awarded against the unsuccessful party.
7. You should note that no further reminder will be issued by the Office. However should you require any additional information relating to restoration of patent number XXXXXXXXX, please contact me.

Yours sincerely

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Patent Restorations Officer