

ANNEX 11

Your reference

Our reference

(Date)

Dear Sirs

Patents Act 1977: Patents Rules 2007

Patent No XXXXXXXXX

1. Please find attached a copy of the letter sent to you on xxxxxxxxx. As you will have noticed, the deadline for responding has now passed and we have yet to hear from you regarding this matter.
2. Please file a response by xxxxxxxxxxxxxxxxx otherwise the reinstatement of your application will be refused.

Yours faithfully

(NAME)

Restorations Manager