

Annex 4(b)

Your Reference:

Our Reference: Room no./name/number ref

Date

Dear Sir

Title

1. Please find enclosed a copy of a letter sent today to(insert as appropriate) in connection with the above proceedings.

2. You should note that if a counter-statement is filed in these proceedings, we will:

- send you a copy of the counter-statement
- allow you a period of two weeks to file Patents Form 4 with the appropriate fee in order to continue the proceedings

3. If you do not file Patents Form 4 with the fee, you will be deemed to have withdrawn these proceedings (rule 81A of the Patents Rules 2007)

4. Proceedings can be complex and involve intricate aspects of the law. If you decide to oppose these proceedings we strongly recommend you seek professional representation. Below is a link to the Chartered Institute of Patent Attorneys (CIPA) where you can obtain details of patent attorneys practicing in your area:

<http://www.cipa.org.uk>

CIPA may also be able to advise you on obtaining pro bono (free) representation for the purposes of these proceedings.

Yours faithfully

Name
Section
Directorate