



# Intellectual Property Office

## Form FS2

Fee sheet for: UK Designs, Patents, Trade Marks, Patent  
Co-operation Treaty (PCT) and Company Names Tribunal Forms.

Please read the guidance notes on the next page about filling in this form.

Your IPO Account  
Number (if you have one)

**Details of the person we should contact in case of query.**

Name:

Your name and full  
address  
(including postcode)

Daytime phone number:

Fax Number:

Your customer  
reference  
(Optional)

E-mail address:

If you fax us your forms, say how many  
sheets (including this one) you are sending

### List of forms included

**Date:**

	Form Type & Number	Name, Number or Other Identifier	Fee (£)
1			
2			
3			
4			
5			
6			
<b>Total:</b>			

### How do you wish to pay?

*Tick payment method*

#### 1. Online by credit or debit card

- Go to [fees.ipo.gov.uk/pay](https://fees.ipo.gov.uk/pay) to make your payment
- We will send you a payment reference once payment is made. Enter this into the box below

**Payment reference**



**We will not be able to process your form(s) without the payment reference.  
This may affect your filing date.**

#### 2. Deduction from IPO Deposit Account quoted above

#### 3. Cheque, made payable to 'Intellectual Property Office'

#### 4. Bank transfer

## **Help with completing this form**

If you provide a customer reference, this will be printed on the fee acknowledgement that we send, so that you can link the transactions with your own records.

Arrange the forms that you send in the same order that you list them on this form.

## **How to pay**

NOTE: We cannot accept card payments for PCT fees, but we can accept card payments for entry to the National Phase.

### **Payment by card**

Use the online payment service, visit [fees.ipo.gov.uk/pay](https://fees.ipo.gov.uk/pay). Once your payment is accepted you will be given a 'payment reference number' which you must enter in the box provided on the first page.

### **Payment by cheque**

Cheques should be made payable to the 'Intellectual Property Office' and sent to the address below.

### **Payment by bank transfer**

Use the following bank account details:

Bank sort code:	20-18-23
Bank name:	Barclays Bank PLC 3rd Floor Windsor Court 3 Windsor Place Cardiff CF10 3ZL
Account number:	80531766
Account name:	Intellectual Property Office
Reference:	Quote your IPO account number (as shown on the front of this form) or some other identifier.
SWIFT code:	BARCGB22
IBAN number:	GB92 BARC 2018 2380 5317 66

## **Where to send**

By post to:	Intellectual Property Office Concept House Cardiff Road Newport South Wales NP10 8QQ
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Or by fax to:	+44 (0)1633 817777
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