



# Intellectual Property Office

## Form FS3

Fee sheet for: Handling **EUIPO Design applications** made through the Intellectual Property Office.

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:

E-mail address:

Your customer  
reference  
(Optional)

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

### List of forms included

Date:

	Application reference (exactly as shown on page 1 of your application form)	Number of pages including attachments	Handling Fee £15 per application
1			
2			
3			
4			
5			
<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.**

- Deduction from IPO Deposit Account** quoted above
- Cheque**, made payable to 'Intellectual Property Office'
- Bank transfer**

## How to fill in this form

Fill in your reference. We will print this on the fee acknowledgement that we send you, so you can link the transactions with your own papers.

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

- Application Type:** Design applications.  
Do not send us any other EUIPO forms apart from applications.
- Application reference:** Write the same reference that you put in the first page of your EUIPO application form.
- Number of pages:** Write the total number of sides in your application form and attachments.  
Do not count any blank pages.

## How to pay

**Note that we cannot accept payment for any application fees. You must pay these in Euros straight to EUIPO. If you send us any EUIPO fees, we will return them to you.**

If you want to pay our handling fee by bank transfer, our bank account details are as follows.

- 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 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

## How to send us your forms

- Post them to: Intellectual Property Office  
Concept House  
Cardiff Road  
Newport  
South Wales  
NP10 8QQ

You can also apply on-line at [www.oami.europa.eu](http://www.oami.europa.eu). There is a reduced fee for using the on-line service.