



**Designs Form DF16A**

Change of proprietor's name or address.

Please read the guidance note below about filling in this form.

1. Your reference.	
2. Design numbers affected (List on a separate sheet if there is not enough space on this form).	
3. Full name of the applicant or proprietor as now shown on our records.	
4. New name or address (including postcode) to be recorded.	
	Postcode
5. Name and address (including postcode) of agent (if any), or your contact address (including postcode) if not the same as in section 3 above.	
	Postcode
6. Declaration.	I declare there has been no change in the ownership of the designs.
Signature of the proprietor or their representative. <small>This can be typed or handwritten.</small>	
Name in BLOCK CAPITALS.	
Date.	

---

7. Name and daytime phone number of the person we should contact in case of query.	
Email address.	

---

8. Number of sheets attached to this form.	
--	--

---

**Note:**  
We suggest you check the proprietor's name and the designs they own by doing a proprietor search on our website [www.ipo.gov.uk](http://www.ipo.gov.uk) before you fill in the form. If the ownership of the designs has changed, use Form DF12A, not this one.

# Before you send us your form

## Make sure you have:

- Answered questions 1 – 8.
- Provided a signature and date at question 6. This can be typed or handwritten.

▮ If the ownership of the designs has changed, use Form DF12A instead.

Email your completed PDF form to:  
**[forms@ipo.gov.uk](mailto:forms@ipo.gov.uk)**

If you cannot email us your form, you can print and post your form to:  
Intellectual Property Office, Concept House, Cardiff Road, Newport, South Wales, NP10 8QQ.

**Please note: It takes longer to process paper forms sent by post.**

**Data Privacy:** <https://www.gov.uk/government/publications/intellectual-property-office-privacy-notice-for-personal-data-processed-for-the-administration-of-ip-rights>