

Designs form DF2B – Fee guidance notes

Before you complete this form, check what you need to pay.

You must choose which design you want to keep on your original application. Any remaining designs will need to be separated into individual applications. You will need to pay £60 for the first new design application and £40 for any additional new applications.

For example, if you applied for four designs on your original application, and you want all four to proceed, this will be divided into three new design applications. The remaining design will continue as part of the original application. You will therefore pay £140. The below is an example of the fee structure.



No fee as this is the original application



£60 for the first additional application



£40 for an additional application



£40 for an additional application



Designs Form DF2B

Official fee due with this form

Application to register one or more designs divided from an earlier application

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

1. Your reference.	
2. Design number of earlier application.	
3. If you are applying for more than one design, please state the total number.	
How many of these designs do you wish to have published and registered immediately?	
4. Full name of the applicant.	
If you are applying in the name of a company, where is it incorporated?	
If incorporated in the USA, in which state is it incorporated?	
<i>Your application details, including your name and address, will appear on our records both in the office and on the electronic register which is searchable by the public.</i>	
5. Full name and address (including postcode) of your agent or your contact address (including postcode) if not the same as in section 4 above.	
6. Fees enclosed Fee guidance on the first page	
7. Signature of the applicant or their representative. This can be typed or handwritten	
Name in BLOCK CAPITALS.	
Date	

**8. Name and daytime phone number of the person we should contact in case of query.
You may also provide your email address.**

How many pages are you sending us?

This is sheet 1 of

Note:

Section 6: If this application contains more than one design, attach a Designs Ready Reckoner sheet.

This is the (for example, first) design out of a total of designs

You must answer these questions for each design in a multiple application, so copy this sheet as many times as you need.

A. Name of the applicant

B. What product is your design going to be used on or incorporated into?
For example, furniture, toys, clothing or a graphic.
Note: brand names must not be used.

C. How many illustration sheets are there for this design?

D. Write "RSP" if this is the design of a pattern which repeats across the surface of a product, for example, wallpaper.

E. If you wish, you may give a brief description of the design shown in the illustration or sample.

F. List any limitations or disclaimers you want to record.

G. Do you agree that we should publish this design as soon as possible? Please state yes or no.

H. If you are claiming priority from an earlier application to register this design, give these details.

Priority date	Country	Application number
<input type="text"/>	<input type="text"/>	<input type="text"/>

I. If the earlier application was made in a different name, say how the current applicant has a right to apply. If, for example, by assignment of the earlier application, give the date of the transaction.

Notes:

You MUST answer all of the questions above which are shown in BOLD print.

Please phone us on 0300 300 2000 if you need help to fill in this form.

Checklist

Tick the box if you have included priority documents with this application

Illustration Sheet

This is the (for example, first) design out of a total of designs

A fee will need to be paid for this form.

Tell us how you would like to pay on the following page.

Fees and payment

We will only process the form with this section completed (one form per payment)

To check the correct fee for this form, search on [GOV.UK](https://www.gov.uk/search?q=design+forms+and+fees) for 'design forms and fees'

Total Fee Paying (£)

Your own reference (Optional)

Your contact details should we have a query

Name

Email

Phone

How would you like to pay?

Tick one

Using a debit or credit card – you will need the internet to pay by card

- 1 Go to our secure website – <https://fees.ipo.gov.uk/pay>
- 2 Enter your name, email address and total amount to pay from above
- 3 As proof of payment, write below the 10-character reference code displayed from the online payment screen.
DO NOT write your debit/credit card number

Deduct from IPO deposit account

IPO deposit account number

Cheque – make payable to 'Intellectual Property Office'

Bank transfer

Reference – use your IPO deposit account number if you have one or an application number or your name if you don't.

Use the following bank account details

Sort code	20-18-23
Account number	80531766
Account name	Intellectual Property Office
SWIFT code	BARCGB22
IBAN number	GB92 BARC 2018 2380 5317 66

Before you send us your form

Make sure you have:

- Answered questions 1 – 8.
- Answered applicable questions A-I for each design you are dividing.
- Provided a signature and date at question 7. This can be typed or handwritten.
- Made payment by card, cheque, bank transfer or IPO deposit account.
- Completed the payment sheet above.

**Email your completed PDF form to:
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-notices/privacy-notice-for-personal-data-processed-for-the-administration-of-ip-rights>