



### Designs Form DF21

Official fee due with this form.

Request for a search of the UK designs register.

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

1. Your reference.	
2. Full name and address (including postcode) where we should send the result of the search.	
3. In relation to which product or products (up to a maximum of three) do you want us to carry out a search for the attached design?	
4. Signature. This can be typed or handwritten.	
Name in BLOCK CAPITALS.	
Date.	
5. Name and daytime phone number of the person we should contact in case of query. You may also provide your email address.	

**Note:**

You must tell us which product or products you want us to search for and send us an illustration of the design you want us to look for.

You must use a separate form and pay a separate fee for each different design that you want us to look for.

# **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) for 'design forms and fees'

Total Fee Paying (£)

Your own reference (Optional)

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## Your contact details should we have a query

Name

Email

Phone

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## 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 – 5.
- Provided a signature and date at question 4. This can be typed or handwritten.
- Used a separate form and paid a separate fee for each different design you want us to look for.
- Made payment by card, cheque, bank transfer or IPO deposit account.
- Completed the payment sheet above.

When sending your form, include an illustration of the design you want us to search for

**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-notices/privacy-notice-for-personal-data-processed-for-the-administration-of-ip-rights>