



Intellectual Property Office

Form TM24

Application to record or amend a security interest

Fee £50

Use this form to tell us about the grant or amendment of any security interest over a registered trade mark.

Note: The grantor or their recorded representative must sign section 6 of this form. If you cannot do this, you should send us written proof of the transaction.

1. Trade mark number(s) Use a continuation sheet if necessary and attach		
2. Full name of recorded owner (grantor) As currently recorded on our register		
3. Full name of grantee The security holder to be recorded as having an interest in the trade mark(s)		
Grantee type Specify whether Person, Company/LLP, Partnership, Trust or Other		
Address		
		Postcode
Email address Complete if you have no representative and would like us to correspond with you by email		
4. Charge details Indicate type as appropriate. Tick one option	☐	Fixed and floating charge
	☐	Fixed charge
	☐	Floating charge

5. Date of charge to be recorded

Is the extent of the security something other than the right to take ownership of the trade mark in the event of default?

☐	Yes ► Explain below
☐	No ► Go to section 6

If not enough space, continue on separate sheet and attach

6. Authorisation to change register

Note: The trade mark owner or their recorded representative must complete and sign this section. If this cannot be done you must send us written proof of the transaction

Signature

This can be typed or handwritten

Name

(BLOCK CAPITALS)

Interest in trade mark

(Indicate as appropriate)

☐	Recorded owner
☐	Recorded representative for the owner

Date

Written proof of transaction

Tick if attached

☐

7. Full name Person making this request										
Address (Complete if different from section 3)										
Interest in the trade mark Tick one of the options	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 5%; text-align: center;">☐</td> <td>Recorded Owner</td> </tr> <tr> <td style="text-align: center;">☐</td> <td>Recorded Representative for the Owner</td> </tr> <tr> <td style="text-align: center;">☐</td> <td>Grantee (Security Holder)</td> </tr> <tr> <td style="text-align: center;">☐</td> <td>Other <i>(Please specify)</i></td> </tr> </table>		☐	Recorded Owner	☐	Recorded Representative for the Owner	☐	Grantee (Security Holder)	☐	Other <i>(Please specify)</i>
☐	Recorded Owner									
☐	Recorded Representative for the Owner									
☐	Grantee (Security Holder)									
☐	Other <i>(Please specify)</i>									
8. Other register changes If you are filing any other forms to change the register details of the trade mark(s) listed, enter details here. (If not enough space; use a continuation sheet and attach) Note: To help us process a multiple request, please provide the same reference on all your forms in the 'Your reference' box on the last page of the forms. Number of sheets attached to this form	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="padding: 5px;">Form No</th> </tr> <tr> <td style="height: 30px;"></td> </tr> <tr> <td style="height: 30px;"></td> </tr> </table>	Form No			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="padding: 5px;">Trade Mark No(s)</th> </tr> <tr> <td style="height: 30px;"></td> </tr> <tr> <td style="height: 30px;"></td> </tr> </table>	Trade Mark No(s)				
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Trade Mark No(s)										
9. Your reference Complete if you would like us to quote this in communications with you, otherwise leave blank Contact details Name, daytime telephone number of the person to contact in case of query										

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 for 'trade mark forms and fees'](https://www.gov.uk/guidance/trade-mark-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 – 9.
- ☐ Read the note at question 6. If the security holder needs to sign the form, written proof of the transaction will need to be provided.
- ☐ Provided a signature and date at question 6. 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>