



# Patents Form 3

Patents Act 1977 (Rules 6 and 7)

Submit a late claim for priority (form 3)

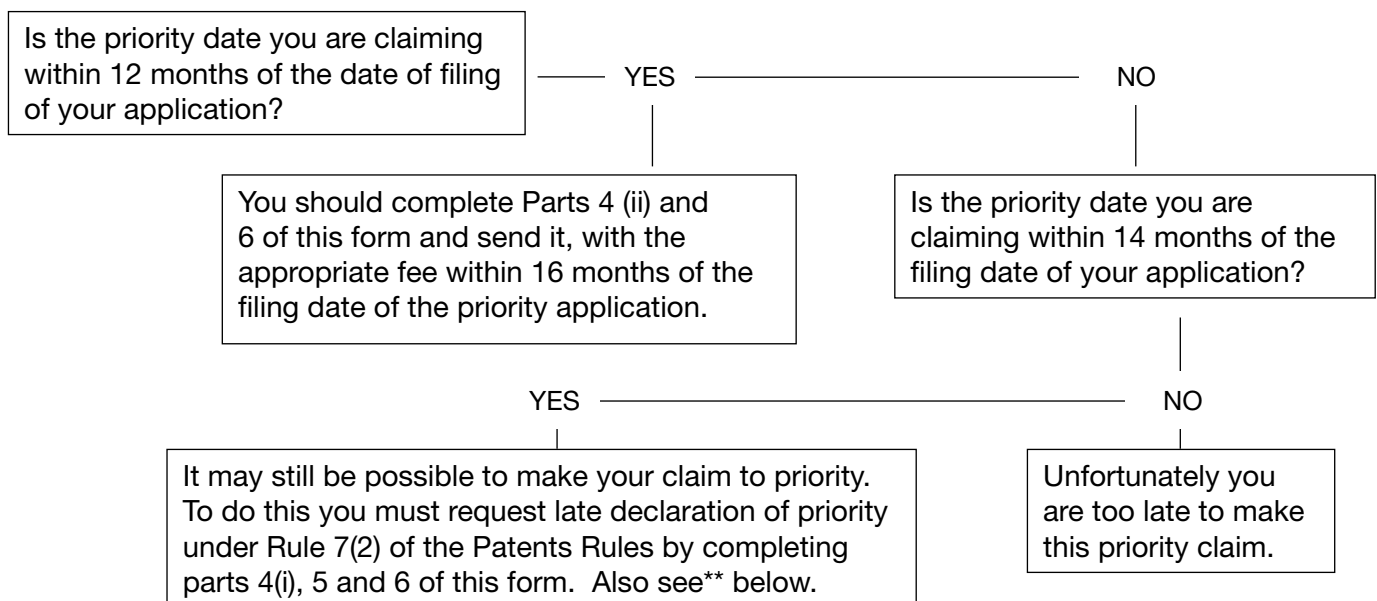
**Fee:** a late declaration under rule 7(2) is £200; a late claim under rule 6(2) is £55

## Notes

This form is used either:

- i) to make a request for a late declaration of priority under Rule 7(2) of the Patents Rules 2007, or
- ii) to make a late claim to priority after an application has been filed (Rule 6(2)).

In order to take either of these late actions you must apply within a specified period after the filing date of the priority application (the application from which you wish to claim priority). If you do not, then it will no longer be possible to make a claim to priority from that application. The following flow chart explains the time periods for making a late claim to priority and also indicates which of the two provisions outlined in part 4 of this form you should use to make your request.



If you need help to fill in this form or you have any questions, please contact the Intellectual Property Office on 0300 300 2000. When completing the form please write your answers in capital letters using black ink or you may type them. Once you have filled in the form remember to sign and date it.

\*\* Along with this form you should also provide supporting evidence as to why the priority claim was not made within 12 months of the filing date of the priority application. The evidence should be submitted with this form. If it is not, the Intellectual Property Office will set a deadline for submitting the evidence.

There are different fees for each type of late priority claim identified in part 4. For details of these fees and ways to pay, please contact the Intellectual Property Office.

1. Your reference  
(you do not have to supply a reference,  
but it may be useful for your own records)

2. Patent application number

3. Full name, address and postcode of  
the applicant(s)

4. Is the request being made under

Before completing this section  
please see the notes at the  
beginning of this form

(i) rule 7(2)  (to make a late  
declaration of priority)

(ii) rule 6(2)  (to make a late claim  
to priority)

5. If (i) above why was the declaration  
of priority not made within the period  
specified? (Continue on a separate  
sheet of paper if necessary)

6. Priority details.  
Enter here the details of the Priority  
application(s) being added or declared

Country

Application number

Date of filing (day/month/year)

7. Tick and date to confirm you are  
authorised to submit this form to  
the Intellectual Property Office

Date

8. Name and contact details  
(telephone and/or email) for the  
person completing this form

# Pay for this form

To check the correct fee for this form, search on [GOV.UK](https://www.gov.uk) for 'Patent 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

- Go to our secure website – [pay the fee on the IPO secure website](https://fees.ipo.gov.uk/pay/)  
(or type <https://fees.ipo.gov.uk/pay/> into a web browser)
- Enter your name, email address and total amount to pay from above.
- 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

**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.**

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