



# Patents Form 12

Patents Act 1977 (Rule 36)

Renew patents

**Fee:** £90 - £810 dependent how long since patent filing date.

## Notes

- a) If you need help to fill in this form or you have any questions, please contact the Intellectual Property Office on 0300 300 2000.
- b) Write your answers in capital letters using black ink or you may type them.
- c) Where a renewal fee has not been paid, the IPO sends a renewal reminder to the proprietor. The renewal reminder will be sent to the address provided for this purpose. If no such address has been provided, it will be sent to the Address for Service. Use part 6 of this form if you would like to change the address to which the Intellectual Property Office sends the renewal reminder.

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

2. Patent number

3. Which year are you paying for?  
(in terms of the life of the patent, for example the 6th year)

4. Amount of renewal fee

Amount of late payment fee  
(if applicable)

Total fee

5. Name, address and postcode of the person paying the fee

6. Address you would like future renewal reminders sent to

If you have previously provided an Address for Service or a specific address for the reminder, and it remains unchanged, you can leave this blank (see note c for further details)

Permanent changes of the address for service should be notified by a separate letter

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

Date

7. 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

- 1 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)
- 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

**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>