



Patents Form SP2

Patents Act 1977 (*Rule 116 (5)*)

Payment of annual fees (and additional fee for late payment)

(*See the notes on the back of this form*)

Concept House
Cardiff Road
Newport
South Wales
NP10 8QQ

1 Your reference

2 Certificate number

3 Full name of the or of each
certificate holder

4 When are or were the annual
fees due?

5 What period do you want the
certificate to be effective for?

6 Amount of annual fees

Amount of late payment fee

Total amount paid

7 Name, address and postcode of the person
paying the fee

ADP number (*if you know it*)

8 Normally, we will send a certificate that the
fees have been paid to the address at 7 above.
If you want us to send this to a different address,
give the name, address and postcode here

9 Name, e-mail address, telephone, fax and/or
mobile number, if any, of a contact point for the
applicant

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Notes

- a) *If you need help to fill in this form or you have any questions, please contact the Office on 0300 300 2000.*
- b) *Write your answers in capital letters using black ink or you may type them.*
- c) *For details of fees and ways to pay, please contact the Office.*