



Patent Request Form: Innovation Patent Part A

Please read the instructions provided or contact IP Australia if you have any questions about filling in this form. Subject to the Patents Act, information provided on this form may be made publicly available including on the Internet.

Applicant Details **The applicant(s) are entitled to the grant of the patent.**

If insufficient room to include all applicants, please provide details of all other applicants on the Patent Request Part B -Other Details Form.

Applicant 1 (71) (73)		Customer Number	
Address			
	State	Postcode	

Applicant 2 (71) (73)		Customer Number	
Address			
	State	Postcode	

Invention Title (54)	
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Name(s) of Actual Inventors (72)	

Street address for service of documents in Australia

Address		
	State	Postcode

Address for correspondence (if different) as provided on my Customer Registration Form (applicant 1)
 as provided on my agent's Customer Registration Form

I want all correspondence about this application sent to a different address:

State	Postcode	Country

Telephone: ()	Fax: ()
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Agent Details (Only complete if you are represented by an agent)

Name (74)	Agents Customer Number	
Address	State	Postcode

I am entitled to file a Divisional Application or Claim Priority from the applications listed below:

(If there is insufficient room attach a list of applications from which you are entitled to claim priority)

Divisional Application	<input type="checkbox"/>	Parent Number	
Associated Provisional	<input type="checkbox"/>	Application Number	Application Date
Basic Convention Application	<input type="checkbox"/>	Application Number	Country Application Date

If you are relying on **Section 33-36** of the Act to claim eligibility to make this application or your application is for a **micro-organism** please fill in the relevant section on the Patent Request Form: Innovation Patent Part B-Other Details form.

Signature		Date		Your Reference	
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Part B Attached: Yes No

Innovation Patent Request Instructions

If you are unsure of the type of patent which will best protect your invention you should read the Patents Guide for a general explanation of the different patent types, visit the patents section of www.ipaustralia.gov.au and/or seek professional help from a Patent Attorney.

The First Step

When you first interact with the patents system you should register with IP Australia by completing the Customer Registration Form and attaching it to your application. Once you are registered you will be provided with a Customer Number which identifies you to us and saves you providing your contact details each time you communicate with us. You should keep this number in a safe place and use it whenever you contact IP Australia.

When do I use the Patent Request Form?

This multi-part form is used to apply for an Innovation Patent. Depending on the number of applicants and the nature of the invention you will need to not only complete Part A but possibly Part B of the request form. Only file the pages of the request form on which you provide information.

You must file the complete specification at the same time as your request form. For a description of a complete specification see the Patents Guide booklet.

It is very important that only one person signs and files all the required parts of the request form. If an agent is not used the applicant detailed at the top of Part A will receive all correspondence from IP Australia.

Where can I get Help in filling out forms?

While IP Australia cannot provide you with legal or commercial advice, if you have queries regarding the use of this or any other form please contact our Help Line on 1300 651 010, email us at assist@ipaustralia.gov.au, use our web site at www.ipaustralia.gov.au or visit an IP Australia Office.

How do I submit this form?

This form, along with any required documents, can be:

- Faxed to (02) 6283 7999
- Mailed to Commissioner of Patents
PO Box 200
Woden ACT 2606
or to any IP Australia Office
- Delivered to any IP Australia Office. (See page 26 of brochure for details of addresses.)

Fees are payable when applying for a patent.

For specific information contact any IP Australia Office.

If mailing this application please use a large envelope to avoid folding the form and the attached documents.

Where can I get forms?

While we would encourage you to use the Internet based electronic filing system, you can obtain copies of all the forms and instructions needed for a patent application and associated actions from IP Australia offices or on line at www.ipaustralia.gov.au. On line the forms and instructions can be downloaded in Adobe Acrobat (pdf) format and printed out for completion manually, or they can be filled in on your computer before printing for filing by mail, fax or in person.

What can I do to help you process my application as swiftly as possible?

Use the electronic filing system. The electronic filing system is designed to make the interaction between yourself and IP Australia as secure and as simple as possible.

If you feel more comfortable using paper forms please ensure that all accompanying documents are prepared on a computer or typewriter and if you need to hand write the form itself please print using capital letters in a dark coloured ink. All attached pages must be in A4 size and have information on one side only.

Patent Request Parts A, B

All three parts which make up the request form start with the following fields. All completed parts should be signed by the same person and filed at the same time.

Customer Number - This is the number issued to you by IP Australia. It allows us to identify you.

If you have not previously registered please provide a completed Customer Registration Form when filing this application. If this form is attached we will create your customer number and advise you of it.

Name - Enter your full name or company name. This along with your customer number helps us confirm your identity.

Signature - Either the applicant or the agent (if any) can sign here. This demonstrates that the person signing believes the information provided on the form and associated documents is true and complete.

Date - Date of signing the form.

Your Reference - This allows you to provide your own reference number that we will use in our correspondence with you.

Patent Request Part A

If you are applying for a patent in your name only, are not basing this application on earlier patents and the invention is not a micro-organism, this is the only part you need to complete.

Agents Details - If you are an agent acting for the applicant(s) then you should register with IP Australia to obtain a customer number.

Street Address for Service

This must be a street address in Australia where legal documents to do with this application can be served.

Address for Correspondence

You can specify an address to which all correspondence relating to the patent is sent. If you do not specify an address, correspondence will be sent to the address you have provided for the service of documents in Australia.

Normally you should specify the address for correspondence that you nominated when you registered with IP Australia or, if you have an agent, their address. You may however specify a different address.

Invention Title

This is a short descriptive name of your invention.

Inventors Names

These are the names of all the actual inventors of the invention to which this application relates. If there is not enough space please list them on a separate sheet of paper.

Divisional Applications

A divisional application is a separate application which claims an invention which was disclosed in an earlier application (parent) of which you were the applicant

Enter the details of the application (parent) on which you are basing this application

Claiming an earlier Priority Date for your Patent Request

If you think you are entitled to an earlier priority date, then you need to identify the earlier application(s) on which you base your entitlement.

Patent Request Part B

Only complete this part if there are other applicants whose details have not been provided. Please use as many copies of this part as is necessary.

If other applicants have a customer number then they only need to provide their customer number and full name. If they do not have a customer number then they need to provide their name and address for correspondence.

Eligibility under Sections 33-36 of the Act.

These sections of the Act deal with people being granted eligibility to apply for a patent after a dispute in relation to eligibility.

In all cases you need to identify the original patent/application and in the case of applying under Section 34 of the Act you need to attach a copy of the Court declaration.

Micro-Organisms

If you are unable to completely describe the micro-organism in your specification then a sample of that micro-organism must be deposited with an accredited institution so that there is proof, if required, that the micro-organism exists and samples can be tested. You need to attach the institution's deposit receipt. If this is not in English a translation and a certificate of verification are also needed.