



Delivering a world leading IP system

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www.ipaustralia.gov.au

ABN: 38 113 072 755

Your trade mark is due for renewal

Owner's name here

Fifth Floor
47 Bowes Street
Philip, ACT, 2606 Australia

Trade mark number: xxxxxxxx
Your reference: 012345678-9
Trade mark: YOUR TRADEMARK
Owners' names: Owner's names here

\$400.00

When paid via online services

DUE: DAY/MONTH/YEAR



Dear Owner,

Your trade mark is due to be renewed on DAY/MONTH/YEAR (by midnight local Canberra time), if not renewed by this date further fees will apply and/or your trade mark will cease.

How to Pay?

You can take advantage of the lower fee if you pay via IP Australia's online services. This is as simple as using the 'click to pay' button, above. Alternatively, visit the IP Australia [website](#) and click on the LOG IN button. If you pay via any other method, you will pay a higher fee per class.

Breakdown of fees on this notice

If paying via [online services](#) the fee to renew your trade mark is \$400 per class.

If you pay via any other method (see page 2 other payment methods), the fee to renew your trade mark is \$450 per class.

This trade mark has 1 class.

Why renew by the due date?

If you do not renew your trade mark on or before the due date further fees will become payable. These fees increase by \$100 per month (or part of a month) up to a maximum of 6 months. If your trade mark is not renewed by the end of the 6 month period it will cease and be removed from the Register. Once removed from the Register it cannot be restored.

Useful Information to know

- **The trade mark legislation only permits an extension of time to pay a renewal fee to be granted if the extension is requested before the renewal due date.** If the renewal due date has passed you will have to renew your trade mark no later than 6 months after the renewal due date.



Did you know?

81% of those renewing avoid late fees by renewing on time

Trade Mark Number: xxxxxxxx

Your Reference: 012345678-9

Other payment methods

- The renewal fee, if paid via the methods listed below, is \$450 per class.
 - Cheque or money orders can be mailed to our postal address.
 - Electronic Funds Transfer (EFT) you must contact us for an EFT form.

Contact us

If you have any questions about how to renew your trade mark, contact IP Australia on 1300 651 010 for assistance.

Details of your trade mark can be viewed using our [Australian trade mark search](#) on our website.

Yours sincerely,

IP Australia

Did you receive this correspondence via post?

Did you know IP Australia has [online services](#) that offer a secure, reliable and convenient way to access a range of transactions and services. You can apply for an IP right or renew at the lower fee structure, track your history, or amend your application and make payments all from the one portal. You will also then receive correspondence from us electronically. To register with this service go to [online services](#) and then request your trade mark be linked to your new online service account. Further assistance with this is available by contacting IP Australia on 1300 651 010.



Correspondence not from IP Australia – you may receive correspondence or invoices from companies about your IP. Before paying fees for any IP related service, we strongly recommend you carefully consider what, if any, protection, promotion or other value the service will provide. Please see our information and examples of 'unsolicited correspondence' on our website.