



# Request for Amendment - Address for Service

## Privacy Notice

The personal information collected on this form is collected for the purposes of the Designs Act 2003 and the Designs Regulations 2004 ([www.ipaustralia.gov.au/about-us/publications/ip-legislation/](http://www.ipaustralia.gov.au/about-us/publications/ip-legislation/)) and is protected by the *Privacy Act 1988* (<http://www.comlaw.gov.au/series/c2004a03712>).

All personal information you provide on this form is handled in accordance with IP Australia's Privacy Policy ([www.ipaustralia.gov.au/about-us/corporate/privacy-policy/](http://www.ipaustralia.gov.au/about-us/corporate/privacy-policy/)).

The Privacy Policy contains relevant information, including:

- how you may seek access to and correction of the personal information we hold;
- how you may make a complaint about a breach of the Privacy Act and how we will deal with your complaint; and
- IP Australia's Privacy Contact Officer details.

Any personal information you provide will be used for the purposes of processing this form. IP Australia may also contact you, using the contact details you have provided, to request your feedback on our products and services.

IP Australia will publish the:

- customer name;
- address for service; and
- designer name

in the Official Journal of Designs, the Register of Designs and the Australian Designs Database System (known as ADDS). Once information is available on the internet, IP Australia has no control over its subsequent use and disclosure. You should be aware that the information (including personal information) held in IP Australia's online IP Rights databases is also available on request, subject to our terms and conditions.

In accordance with the *Designs Act 2003*, IP Australia may disclose relevant personal information collected on this form to other relevant parties (such as the registered owner of the design or a person registered as having an interest in the design).

As far as your personal information is concerned:

- you may provide a post office box address if you do not want your residential address to be published; and
- if you do not provide the personal information required on the form, IP Australia may not be able to process this form.

IP Australia will not otherwise use or disclose your personal information without your consent, unless authorised or required by or under law.



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## Personal Details of Customer

(\* denotes mandatory fields)

|                                  |                            |       |          |
|----------------------------------|----------------------------|-------|----------|
| *Name                            | ACN/ARBN/ABN               |       |          |
| *Address<br>(can be a<br>PO Box) |                            |       |          |
|                                  | Country (if not Australia) | State | Postcode |
| 2nd Name<br>(if required)        | ACN/ARBN/ABN               |       |          |
| Address<br>(can be a<br>PO Box)  |                            |       |          |
|                                  | Country (if not Australia) | State | Postcode |

## Address for Service of documents in Australia or New Zealand (can be a PO Box)

|         |         |       |          |
|---------|---------|-------|----------|
| Address |         |       |          |
|         | Country | State | Postcode |

## Correspondence Address (if different from the above)

|         |                            |       |          |
|---------|----------------------------|-------|----------|
| Address |                            |       |          |
|         | Country (if not Australia) | State | Postcode |

## Agent Details (only complete if you are being represented by an Agent authorised to act on your behalf)

|         |                            |       |          |
|---------|----------------------------|-------|----------|
| Name    |                            |       |          |
| Address |                            |       |          |
|         | Country (if not Australia) | State | Postcode |

## Optional Details:

|               |     |     |     |                 |  |
|---------------|-----|-----|-----|-----------------|--|
| Telephone     | ( ) | Fax | ( ) | Mobile Number   |  |
| Email Address |     |     |     | Customer Number |  |

By completing this form you consent to your personal information being handled in accordance with the Privacy Notice on page 1 of this form and the IP Australia Privacy Policy.

IP Australia publishes address details in our online databases and bulk data products. Please provide a post office box if you do not want your residential address to be published.



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## Design Application or Registration Number(s)

|  |  |  |  |  |
|--|--|--|--|--|
|  |  |  |  |  |
|  |  |  |  |  |

## New Details

Address for Service

*(Only complete if you want to change the address for service):*

|        |           |
|--------|-----------|
|        |           |
| State: | Postcode: |

## Contact Details *(Optional)*

|                    |     |     |     |
|--------------------|-----|-----|-----|
| Telephone          | ( ) | Fax | ( ) |
| Mobile Number      |     |     |     |
| Email Address      |     |     |     |
| Customer Reference |     |     |     |

**Note: No fee applies to the filing of this form**