



## Notices of the President of the German Patent and Trade Mark Office 2018

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**Notice No. 1/18****of the President of the German Patent and Trade Mark Office of 4 January 2018 concerning the opening hours of the Munich office of the German Patent and Trade Mark Office on 13 February 2018 (Shrove Tuesday/Mardi Gras)**

On 13 February 2018 (Shrove Tuesday/Mardi Gras), the Munich office of the German Patent and Trade Mark Office will be closed all day. However, you can contact Customer Care and Services by phone as usual for general enquiries about IP rights (+49 89/2195-1000) and for questions regarding the DPMA databases (+49 89/2195-3435) during service hours from 8:00 to 16:00.

Cash payments will not be possible on 13 February 2018. The enquiry unit, the search room and the document receiving service will be closed to visitors on that day. Urgent business documents that must be submitted in time to comply with a time limit can be dropped in the night letterbox of the Munich office. The DPMAdirekt service for online filing of IP applications as well as the DPMAregister service will be available throughout that day.

The one-day closure will not affect the offices in Jena and in Berlin – Information and Service Centre. Furthermore, in the cases permitted by law, IP applications can also be filed with legal effect at the patent information centres.

The President of the German Patent and Trade Mark Office  
Cornelia Rudloff-Schäffer

**Notice No. 2/18****of the President of the German Patent and Trade Mark Office concerning the revision of the guideline for the examination of trade mark applications and the keeping of the register (guideline on trade mark applications) of 21 June 2018**

The guideline for the examination of trade mark applications and the keeping of the register (guideline on trade mark applications) has been thoroughly revised and will enter into force in its new version on 1 August 2018. It will replace the guidelines for the examination of trade mark applications of 13 June 2005 (Blatt für Patent-, Muster- und Zeichenwesen 2005, p. 245 et seq.) in the version of 15 December 2009.

The guideline on trade mark applications aims to ensure a uniform and speedy examination of trade mark applications and register matters. The current version of the guideline (in German: *Richtlinie für die Prüfung von Markenmeldungen und für die Registerführung*) is available on the Internet at: "Ordinances and guidelines governing the trade mark procedure".

The President of the German Patent and Trade Mark Office  
Cornelia Rudloff-Schäffer

**Notice No. 3/18****of the President of the German Patent and Trade Mark Office concerning the revision of the guidelines for opposition proceedings, revocation and limitation proceedings before the DPMA of 3 July 2018**

The guidelines for opposition proceedings in patent cases have been fundamentally revised and supplemented for the first time by the guidelines for revocation and limitation proceedings pursuant to Section 64 of the Patent Act (Patentgesetz). The guidelines will enter into force in their new version on 1 August 2018. They will replace the guidelines for opposition proceedings before the DPMA of 18 January 2007 (Blatt für Patent-, Muster- und Zeichenwesen 2007, p. 49).

The guidelines exemplify official practice against the background of the legal framework and thereby also take into account the information needs of small and medium-sized enterprises as well as individual applicants. The current version of the guidelines (in German: *Richtlinien für das Einspruchsverfahren, Widerrufs- und Beschränkungsverfahren vor dem DPMA*) is available on the Internet at: "Guidelines and notes on the patent procedure".

The President of the German Patent and Trade Mark Office  
Cornelia Rudloff-Schäffer

**Notice No. 4/18****of the President of the German Patent and Trade Mark Office of 31 October 2018 concerning the opening hours of the German Patent and Trade Mark Office from 22 December 2018 to 1 January 2019**

*Opening hours of the German Patent and Trade Mark Office for the offices in Munich, Jena and Berlin – Information and Service Centre – from 22 December 2018 to 1 January 2019*

The German Patent and Trade Mark Office will be closed between 22 December 2018 and 1 January 2019 (inclusive). Cash payments will not be possible during that period. The search rooms will be closed. The enquiry units will not be staffed.

Furthermore, the desk of the Document Receiving Service in the Munich office will be closed from Saturday, 22 December 2018 to Friday, 4 January 2019 (inclusive). Please note that the Document Receiving Service cannot accept business documents during that period. As an alternative, you can use the night letterboxes of the three offices in Munich, Jena and Berlin.

The DPMAdirekt services (Pro and Web) for online filing of IP applications as well as the DPMAreger service will be fully available during the closure period of the office.

The President of the German Patent and Trade Mark Office  
Cornelia Rudloff-Schäffer

## **Notice No. 5/18**

### **of the President of the German Patent and Trade Mark Office of 18 September 2018 concerning the publication of the Patent Gazette (*Patentblatt*), the Trade Mark Journal (*Markenblatt*) and the Design Gazette (*Designblatt*) on the official Internet platform DPMAregister in 2019**

In 2018, in accordance with the regulations, patents and utility models will be published for the last time on 27 December 2018, trade marks and designs on 28 December 2018. Generally, publications take place on Thursdays (for patents and utility models) and on Fridays (for trade marks and designs). If planned publication days coincide with public holidays in Bavaria, the publication days shall be brought forward by one day in each case. If the previous day is also a public holiday, the publication days shall be brought forward by another day to the previous working day.

In 2019, the following publication dates will be affected by this regulation:

- 19 April 2019 (trade marks and designs) – rescheduled to 18 April 2019
- 30 May 2019 (patents and utility models) – rescheduled to 29 May 2019
- 20 June 2019 (patents and utility models) – rescheduled to 19 June 2019
- 15 August 2019 (patents and utility models) – rescheduled to 14 August 2019
- 3 October 2019 (patents and utility models) – rescheduled to 2 October 2019
- 1 November 2019 (trade marks and designs) – rescheduled to 31 October 2019
- 26 December 2019 (patents and utility models) – rescheduled to 24 December 2019

The President of the German Patent and Trade Mark Office  
Cornelia Rudloff-Schäffer

544 E 9 – 2.1.2

**Notice No. 6/18**

**No English version of this notice.**

**Notice No. 7/18****of the President of the German Patent and Trade Mark Office of 14 December 2018 on the forms to be used in trade mark matters**

Due to the Trade Mark Law Modernisation Act (Markenrechtsmodernisierungsgesetz) on implementing Directive (EU) 2015/2436 of the European Parliament and of the Council of 16 December 2015 to approximate the laws of the Member States relating to trade marks, which will come into force on 14 January 2019, the forms in trade mark matters have been revised and new forms have been developed.

As almost all forms are affected, it is explicitly pointed out that from 14 January 2019 the revised and new forms will have to be used.

The forms can be obtained free of charge or downloaded from our webpage "Forms - Trade marks".

The President of the German Patent and Trade Mark Office  
Cornelia Rudloff-Schäffer

1030 – 4.3.2/2015-1

**Notice No. 8/18****of the President of the German Patent and Trade Mark Office of 14 December 2018 on the revision of the guidelines for the recording of changes of IP rights and IP applications in the IP registers kept at the German Patent and Trade Mark Office (patent, utility model, trade mark, design and topography registers) – guidelines for the recording of changes (*Umschreibungsrichtlinien*)**

The guidelines for the recording of changes of IP rights and IP applications in the IP registers kept at the German Patent and Trade Mark Office (patent, utility model, trade mark, design and topography registers) – guidelines on the recording of changes were substantially revised and their new version will enter into force on 1 January 2019. They will replace the guidelines for the recording of changes of IP rights and IP right applications in the patent register, utility model register, trade mark register and topography register of 15 November 1996 (official gazette [Blatt für Patent-, Muster- und Zeichenwesen] 1996, 426 et seq.) as amended on 1 January 2002.

The purpose of the guidelines for the recording of changes is to ensure uniform and rapid examination of requests for the recording of changes. The current version of the guidelines (in German only) is available on our webpage "Forms - Guidelines".

The President of the German Patent and Trade Mark Office  
Cornelia Rudloff-Schäffer

1243/1 – 4.3.2/2018-3

**Notice No. 9/18****of the President of the German Patent and Trade Mark Office of 14 December 2018 concerning the cessation of the receipt of IP applications by the Dortmund patent information centre**

From 1 January 2019, the Dortmund patent information centre,  
Patentinformationszentrum Dortmund  
Universitätsbibliothek Dortmund  
Informationszentrum Technik und Patente (ITP)  
Vogelpothsweg 76  
44227 Dortmund,

will no longer be available for the purpose of receiving patent, utility model, trade mark and design applications. This was announced in the Federal Law Gazette Part I No. 37, page 1843 by the Federal Ministry of Justice and Consumer Protection on 13 November 2018.

As of 1 January 2019, applicants will no longer be able to file legally effective patent, utility model, trade mark or design applications with the Dortmund patent information centre.

Additional information on the filing of IP applications in the cases permitted by law at the patent information centres authorised for this purpose can be found on our webpages "Cooperation" and "Patent Information Centres".

The President of the German Patent and Trade Mark Office  
Cornelia Rudloff-Schäffer

1243/1 – 4.3.2/2018-3