



Notices of the President of the German Patent and Trade Mark Office 2019

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Notice No. 1/19**of the President of the German Patent and Trade Mark Office of 10 January 2019 concerning the opening hours of the Munich office of the German Patent and Trade Mark Office on 5 March 2019 (Shrove Tuesday/Mardi Gras)**

On 5 March 2019 (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 CET.

Cash payments will not be possible on 5 March 2019. 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 DPMAdirektPro service for electronic filing of IP applications and 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

2043 E12 – 4.1.2

Notice No. 2/19**of the President of the German Patent and Trade Mark Office concerning the Guidelines for the Examination Procedure of 27 February 2019**

The Guidelines for the Examination Procedure were revised with effect from 1 March 2019. The Guidelines replace the Guidelines for the Examination Procedure of 1 March 2004 (*Blatt für Patent-, Muster- und Zeichenwesen* [Official Gazette] 2004, 69 et seq.).

The Guidelines are primarily addressed to the examination sections. The current version of the Guidelines 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

1243/1-4.3.2/2019-1

Notice No. 3/19**of the President of the German Patent and Trade Mark Office concerning the revision of the Guidelines for the Classification of Patent and Utility Model applications (Classification Guidelines) 8 March 2019**

The Guidelines for the Classification of Patent and Utility Model Applications (Classification Guidelines) were revised. The Guidelines are addressed to the examination sections of the German Patent and Trade Mark Office.

A free copy of the Guidelines (form P 2733.1) can be ordered from the German Patent and Trade Mark Office or downloaded from the Internet at "Guidelines and Notes on the Patent Procedure".

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

1031/1-4.3.2/2019-1

Notice No. 4/19**of the President of the German Patent and Trade Mark Office of 17 May 2019 concerning the guidelines for the examination of trade mark applications and for keeping the register (*Richtlinie Markenmeldungen* – Trade Mark Applications Guidelines)**

The guidelines for the examination of trade mark applications and for keeping the register (Trade Mark Applications Guidelines), in the version of 1 August 2018, were brought into line with the legal situation resulting from the Trade Mark Law Modernisation Act (*Markenrechtsmodernisierungsgesetz* – BGBl. I 2018 p. 2357), with effect from 1 May 2019.

The purpose of the Trade Mark Applications Guidelines is to ensure consistent and speedy examination of trade mark applications and register matters. The current version of the guidelines (in German) is available on the Internet under "Ordinances" and "guidelines governing the trade mark procedure".

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

1243/1-4.3.3/2019-1

Notice No. 5/19

of the President of the German Patent and Trade Mark Office of 25 September 2019 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 2020

In 2019, in accordance with the regulations, patents and utility models will be published for the last time on 24 December 2019, trade marks and designs on 27 December 2019. 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 2020, the following publication dates will be affected by this regulation:

- 10 April 2020 (trade marks and designs) – rescheduled to 9 April 2020
- 1 May 2020 (trade marks and designs) – rescheduled to 30 April 2020
- 21 May 2020 (patents and utility models) – rescheduled to 20 May 2020
- 11 June 2020 (patents and utility models) – rescheduled to 10 June 2020
- 25 December 2020 (trade marks and designs) – rescheduled to 24 December 2020
- 1 January 2021 (trade marks and designs) – rescheduled to 31 December 2020

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

544 E 9 – 2.1.2

Notice No. 6/19**of the President of the German Patent and Trade Mark Office of 24 October 2019 concerning the opening hours of the German Patent and Trade Mark Office from 24 December 2019 to 1 January 2020**

Opening hours of the German Patent and Trade Mark Office for the offices in Munich, Jena and Berlin – Information and Service Centre – from 24 December 2019 to 1 January 2020

The German Patent and Trade Mark Office will be closed between 24 December 2019 and 1 January 2020 (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 Tuesday, 24 December 2019 to Wednesday, 4 January 2020 (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

2043 E 9 - 4.1.2

Notice No. 7/19**of the President of the German Patent and Trade Mark Office about new practice concerning the recording of legal forms of companies of applicants for IP rights of 25 November 2019**

In order to simplify the procedure for new applications, the office's former practice for recording applicants will be changed. Details on the legal form of a company will, as a rule, be recorded in accordance with the official documents submitted. In addition, in the case of domestic legal entities, the name of the applicant and the legal form of the company will be compared to the entries in the national registers including the commercial register, the partnership register and the register of associations among others. Subsequently, the spelling of the register entry is adopted. The legal form of the applicant is no longer routinely abbreviated, but rather taken from the respective register as recorded (written out in full or abbreviated). Insofar, the notices of the President of 12 March 1969 and of 21 November 1969 are repealed.

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

1204 E 89 (2) – 4.2.2

Notice No. 8/19

No English version of this notice.

Notice No. 9/19

No English version of this notice.

Notice No. 10/19

No English version of this notice.

Notice No. 11/19**of the President of the German Patent and Trade Mark Office of 5 December 2019 concerning the opening hours of the Munich office of the German Patent and Trade Mark Office on 25 February 2020 (Shrove Tuesday/Mardi Gras)**

On 25 February 2020 (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 25 February 2020. 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

2043 E12 – 4.1.2