Deutsches
Patent- und Markenamt

Ordinance on Patent Procedures before the German Patent and Trade Mark Office (Patent Ordinance)[1]

of 1 September 2003

(Federal Law Gazette[2] I page 1702),

last amended by Article 1 of the Ordinance of 14 June 2022
(Federal Law Gazette I page 878)

[1] Patentverordnung (PatV)

[2] Bundesgesetzblatt (BGBl.)

	Address	**Telephone**	**Fax**
Dienststelle München **Dienststelle Jena** **Informations- und Dienstleistungszentrum Berlin**	Central mailing address: 80297 München	Customer Care and Services: +49 89 2195-1000	Central fax number: +49 89 2195-2221

Beneficiary: Bundeskasse
IBAN: DE84 7000 0000 0070 0010 54, BIC (SWIFT-Code): MARKDEF1700

Address of the bank: Bundesbankfiliale München, Leopoldstraße 234, 80807 München

Internet:
https://www.dpma.de

P 2790.1a/10.25

Contents

Part 1 General provisions ... 3

Section 1 Scope of application ... 3

Section 2 German industrial standards, measuring units, symbols and signs ... 3

Part 2 Patent applications; patent procedures ... 3

Section 3 Format of the application ... 3

Section 4 Application for the grant of a patent ... 3

Section 5 Application documents ... 4

Section 6 Formal requirements for an application ... 4

Section 7 Designation the inventor ... 4

Section 8 Omission of the mention of the inventor; change of the mention of the inventor ... 5

Section 9 Patent claims ... 5

Section 10 Description ... 5

Section 11 Representation of nucleotide and amino acid sequences; sequence listings ... 6

Section 11a Submitting a sequence listing as electronic document; language requirements for sequence listings ... 6

Section 11b Amended or subsequently filed sequence listings ... 6

Section 12 Drawings ... 7

Section 13 Abstract ... 7

Section 14 Foreign-language documents ... 7

Part 3 Other formal requirements ... 7

Section 15 Subsequently filed application documents; amendments to application documents ... 7

Section 16 Models and samples ... 7

Section 17 Official certification of signatures ... 8

Section 18 (repealed) ... 8

Part 4 Supplementary protection certificates ... 8

Section 19 Filing of the application ... 8

Section 20 Supplementary protection certificates for medicinal products ... 8

Section 21 Supplementary protection certificates for plant protection products ... 8

Part 5 Final provisions and transitory provisions ... 8

Section 22 Transitory provisions ... 8

Section 23 Entry into force; abrogation ... 8

Annexes

Annex 1 (repealed)

Annex 2 (regarding section 12) Standards for the filing of drawings

Part 1
General provisions

Section 1
Scope of application

In addition to the provisions of the Patent Act *(Patentgesetz)* and the Ordinance Concerning the German Patent and Trade Mark Office (DPMA Ordinance – *DPMA-Verordnung)*, the provisions of this Ordinance shall apply to procedures before the German Patent and Trade Mark Office prescribed in the Patent Act.

Section 2
German industrial standards, measuring units, symbols and signs

(1) German industrial standards (DIN) referred to in this Ordinance, have been published by Beuth-Verlag GmbH, Berlin and Cologne, and securely stored in an archive at the German Patent and Trade Mark Office in Munich.

(2) Measuring units shall be indicated in accordance with the Act on Measuring Units and the Determination of Time *(Gesetz über die Einheiten im Messwesen und die Zeitbestimmung)* and the corresponding implementing regulations in the respective applicable versions. For chemical formulae the signs and symbols recognised in national or international practice in the field in question shall be used.

Part 2
Patent applications; patent procedures

Section 3
Format of the application

The application (section 34 of the Patent Act) and the abstract (section 36 of the Patent Act) shall be filed in writing or electronically with the German Patent and Trade Mark Office. The Ordinance on Electronic Legal Transactions with the German Patent and Trade Mark Office (*Verordnung über den elektronischen Rechtsverkehr beim Deutschen Patent- und Markenamt*) shall apply to electronic filing.

Section 4
Application for the grant of a patent

(1) For the written application for the grant of a patent, the form issued by the German Patent and Trade Mark Office shall be used to provide the information specified below, unless otherwise provided in this Ordinance.

(2) The application shall contain:

1. the following information on the applicant:
   a) if the applicant is a natural person: given names and names or, if registration is sought under the trade name of the applicant, the trade name as recorded in the commercial register as well as the address of the residence or the principal place of business indicating the street, house number, postcode and town;
   b) if the applicant is a legal entity or a partnership with legal capacity *(rechtsfähige Personengesellschaft*):
      aa) the name or the trade name, legal form as well as address indicating the street, house number, postcode and town where the principal place of business is located; the usual abbreviation of the legal form can be used; if the legal entity or partnership with legal capacity is entered in a register, the details shall correspond to the register entry;
      bb) in case of a partnership under the Civil Code *(Gesellschaft bürgerlichen Rechts)* which is not entered in the company register (*Gesellschaftsregister*), additionally the name and address, indicating the street, house number, postcode and town, of at least one partner entitled to act as representative;
2. a short and precise title of the invention;
3. a statement that the grant of a patent is requested for the invention;
4. information on the representative, if any;
5. the signatures of all applicants or their representative.

(3) If the residence or principal place of business of the applicant is not in Germany, in addition to the town, the country shall be indicated when indicating the address under subsection (2) number 1. Further information on the district, county or state where the applicant has their residence or principal place of business or whose legal order they are subject to is optional.

(4) If the German Patent and Trade Mark Office has assigned an identification number to the applicant, this number should be indicated in the application. In the application, a postal address differing from the applicant's address may also be provided, as well as a PO box address, telephone numbers, fax numbers and e-mail addresses.

(5) If the application is filed by several persons or partnerships with legal capacity, subsection (2) number 1 and subsections (3) and (4) shall apply to

all persons or partnerships with legal capacity filing the application.

(6) Where a representative has been appointed, subsection (2) number 1 and the subsections (3) and (4) sentence 2 apply accordingly to the information on the representative. If the German Patent and Trade Mark Office has assigned an identification number or the number of a general power of attorney to the representative, this number should also be indicated.

(7) In the event of employees signing the request on behalf of their employer who files an application, the authority to sign shall be proved to the office upon request. Reference shall be made to any employee's authority to sign which has been deposited with the German Patent and Trade Mark Office, indicating the identification number communicated for this purpose.

(8) The geographical origin of biological material under section 34a (1) sentence 1 of the Patent Act shall be indicated on a separate sheet.

Section 5
Application documents

(1) The application documents and the abstract shall not contain any pictorial representation in the text matter. They may contain chemical and mathematical formulae as well as tables. Fancy names, trade marks or other designations which are not suited to clearly indicate the nature of an object shall not be used. If, in exceptional cases, an indication can only be clearly denoted by using a trade mark, said designation shall make it clear that it is a trade mark.

(2) Technical terms and designations as well as reference signs shall be used uniformly throughout the application unless the use of different terms serves a purpose.

Section 6
Formal requirements for an application

(1) The application documents shall be submitted in a way that permits the electronic capture.

(2) The patent claims, the description, the drawings as well as the text and the drawings of the abstract shall be filed on separate sheets. The size of the sheets shall be 21 cm x 29.7 cm (DIN A4) and be used in portrait orientation. For the drawings, the sheets may, if appropriate, be used sideways; in this case, the top of the figures shall be placed on the left side of the sheet in landscape orientation. This applies accordingly to the representation of chemical and mathematical formulae as well as tables. All sheets shall be free from creases, tears and folds. The paper of the sheets shall be non-transparent, pliable, strong, smooth, matt and durable.

(3) Only one side of the sheets shall contain text or drawings. The sheets shall be connected in such a way that they can be easily separated and joined together again. The patent claims, the description, the drawings and the text matter and drawings of the abstract shall each be provided on a separate sheet. The sheets of the description shall be numbered in consecutive Arabic numerals. These numbers shall be placed below the top margin of the sheet, in the centre. The lines and paragraphs should not be numbered nor any other numbering be applied.

(4) The margins of the sheets of the patent claims, the description and the abstract must be blank. The minimum margins shall be as follows:

top	2 cm
left side	2.5 cm
right side	2 cm
bottom	2 cm

The minimum margins may contain the name, the trade name or other designation of the applicant as well as the file number of the application.

(5) The patent claims, the description and the abstract shall be typed or printed, using single-column formatting. Justified text should not be used. The letters of the type used shall be clearly separated and must not touch. Graphic symbols and characters and chemical or mathematical formulae may, if necessary, be written by hand or drawn. The line spacing shall be 1.5. The text matter shall be in characters, the capital letters of which shall not be less than 0.21 cm high (the minimum font size shall be 10 point), and shall be in dark, indelible colour. The typeface shall have sharp outlines and be high-contrast. Each sheet shall be reasonably free from erasures, alterations, overwriting and interlineations. If necessary, this requirement may be waived. The text shall not contain underlining, italics, bold formatting or letter spacing.

(6) The application documents shall clearly show to which application they pertain.

Section 7
Designation the inventor

(1) The applicant shall use the form issued by the German Patent and Trade Mark Office for the written designation of the inventor.

(2) This must contain:

1. the given names, the names and the address indicating the street, house number, postcode and town of the inventor; section 4 (3) applies accordingly;
2. the affirmation of the applicant that to their knowledge no other person has contributed to the invention (section 37 (1) of the Patent Act);

3. if the applicant is not the inventor or not the sole inventor, a statement by the applicant on how they acquired the right to the patent (section 37 (1) sentence 2 of the Patent Act);
4. the title of the invention and the official file number, if already known;
5. the signature of the applicant or their representative; if the grant of the patent has been requested by several persons, each person or their representative shall sign the declaration.

Section 8
Omission of the mention of the inventor; change of the mention of the inventor

(1) The request by the inventor not to be mentioned as inventor, the withdrawal of this request (section 63 (1) sentences 3 and 4 of the Patent Act) and the requests for correction or subsequent mention of the inventor (section 63 (2) of the Patent Act) shall be filed in writing. The documents shall be signed by the inventor and shall contain the title of the invention and the official file number.

(2) The consent to the correction or subsequent mention of the inventor (section 63 (2) of the Patent Act) by the applicant or patentee and the person wrongly mentioned shall be given in writing.

Section 9
Patent claims

(1) Patent claims shall contain what is to be protected by the patent (section 34 (3) number 3 of the Patent Act) and shall be drafted in one piece or shall be divided into a preamble and a characterising portion (two-part form). In both cases the claim may be arranged according to features.

(2) If the two-part form is chosen, the known features of the invention comprised in the state of the art shall be included in the preamble; the characterising portion shall include the features of the invention for which protection is sought in connection with the features of the preamble. The characterising portion shall be preceded by such words as "characterised in that" or "characterised by" or any other expressions to this effect.

(3) If patent claims are arranged according to features or groups of features, the said arrangement shall be set off by starting a new line for each feature or group of features. The features or groups of features shall be preceded by subdividing signs clearly set off against the text matter.

(4) The essential features of the invention shall be indicated in the first patent claim (principal claim).

(5) An application may contain several independent patent claims, provided the principle of unity of the invention is respected (section 34 (5) of the Patent Act). Subsection (4) applies accordingly. Independent claims may contain a reference to at least one of the preceding patent claims.

(6) Any principal or independent patent claim, respectively, may be followed by one or more dependent claims concerning particular embodiments of the invention. Dependent claims shall contain a reference to at least one of the preceding patent claims. They shall be grouped together to the extent and in the most appropriate way possible.

(7) If there are several patent claims, they shall be numbered consecutively in Arabic numerals.

(8) Claims shall not, except where absolutely necessary, rely, in respect of the technical features of the invention, on references to the description or drawings. In particular, they shall not rely on such references as: "as described in part ... of the description", or "as illustrated in figure ... of the drawings".

(9) If the patent application contains drawings, the features mentioned in the claims shall preferably be followed by reference signs.

Section 10
Description

(1) The description according to section 34 (3) number 4 of the Patent Act shall first state the title of the invention as appearing in the application according to section 4 (2) number 2.

(2) Additionally, it shall:

1. specify the technical field to which the invention relates unless it follows from the claims or the indications concerning the state of the art;
2. indicate the state of the art known to the applicant which may be taken into account for the understanding of the invention and its protectability by indicating the sources known to the applicant;
3. describe the problem underlying the invention unless it follows from the indicated solution or the indications made with regard to number 6, in particular, if it is indispensable for the understanding of the invention or for specifying its contents more closely;
4. indicate the invention for which protection is sought in the patent claims;
5. when it is not obvious from the description or the nature of the invention, at least one way in which the invention is capable of exploitation in industry;

6. state any advantageous effects of the invention with reference to the background art;

7. describe in detail at least one way of carrying out the invention claimed, using, where appropriate, examples or drawings, indicating the respective reference signs.

(3) The description shall not include any indications obviously not necessary in order to explain the invention. Repetitions of claims or parts of claims may be replaced by corresponding references.

Section 11
Representation of nucleotide and amino acid sequences; sequence listings

(1) If the patent application discloses nucleotide or amino acid sequences which have to be included in a sequence listing pursuant to sentence 2, in addition to the main part of the description (section 10), the description needs to contain a sequence listing as a separate part pursuant to section 34 (3) number 4 of the Patent Act. The sequence listing must include every sequence which is disclosed in any part in the application by enumeration of its residues and which can be represented as follows:

1. as an unbranched sequence or a linear region of a branched sequence containing ten or more specifically defined nucleotides, wherein adjacent nucleotides are joined by

   a) a 3' to 5' (or 5' to 3') phosphodiester linkage; or

   b) any chemical bond that results in an arrangement of adjacent nucleobases that mimics the arrangement of nucleobases in naturally occurring nucleic acids; or

2. as an unbranched sequence or a linear region of a branched sequence containing four or more specifically defined amino acids, wherein the amino acids form a single peptide backbone, that is adjacent amino acids are joined by peptide bonds.

(2) the sequence listing must comply with the standard for the representation of nucleotide and amino acid sequence listings in XML format, as amended from time to time, which is published by the German Patent and Trade Mark Office in the Federal Gazette (*Bundesanzeiger*). The German Patent and Trade Mark Office will publish new versions of this standard in the Federal Gazette together with the date on which they come into effect as well as any transitory regulations.

(3) The terms used in sections 11 to 11b are to be understood in accordance with their meaning as indicated in the standard referred to in subsection 2 sentence 1.

(4) The patent claims, the main part of the description (section 10) and the drawings should refer to the sequences represented in the sequence listing using the respective sequence identification numbers they were assigned in the sequence listing.

Section 11a
Submitting a sequence listing as electronic document; language requirements for sequence listings

(1) Notwithstanding the provisions of section 3 sentence 1 the sequence listing must be submitted to the German Patent and Trade Mark Office pursuant to the requirements of the standard as referred to in section 11 (2) sentence 1, that is as an electronic document in one single XML file. The Ordinance on Electronic Legal Transactions with the German Patent and Trade Mark Office (*Verordnung über den elektronischen Rechtsverkehr beim Deutschen Patent- und Markenamt*) shall apply to the submission as an electronic document.

(2) The title of the invention indicated in the sequence listing must be given in German. It may also be added in other languages.

(3) If, according to the standard indicated in section 11 (2) sentence 1, language-dependent free text is to be included, this language-dependent free text must be in German. In addition, it may be provided in English as well.

(4) A German translation of the sequence listing must be submitted as a completely new sequence listing which contains the title of the invention and the language-dependent free text in German and which renders the remaining sequence listing unchanged, subject to sentence 3. Subsection 2 sentence 2 and subsection 3 sentence 2 apply accordingly. In the translation, the information in the general information part of the sequence listing needs to be completed according to the requirements of the standard indicated in section 11 (2) sentence 1 and updated, if needed.

Section 11b
Amended or subsequently filed sequence listings

(1) An amendment to a sequence listing shall be filed as a completely new sequence listing. The changes need to be explained in detail in a separate accompanying letter. The applicant must add a declaration stating that the amended sequence listing does not contain a subject matter that extends the contents of the application as it was originally filed. In the declaration, they need to indicate in detail where in the original application documents the invention features described in the amended sequence listing are disclosed. The

amended sequence listing must adhere to the sequence numbering used in the originally submitted sequence listing. If that is not possible, the sequences are to be numbered in the order in which they were disclosed in the original application documents.

(2) If a sequence listing is first filed after the filing date, this constitutes an amendment of the description under section 34 (3) number 4 of the Patent Act. Subsection 1 sentences 2 to 4 and 6 apply accordingly. Section 35 (3) of the Patent Act remains unaffected.

Section 12
Drawings

Drawings furnished shall comply with the standards contained in annex 2.

Section 13
Abstract

(1) The abstract according to section 36 of the Patent Act shall preferably not consist of more than 1,500 characters.

(2) The abstract may also indicate the chemical formula which best characterises the invention.

(3) Section 9 (8) applies accordingly.

Section 14
Foreign-language documents

(1) German translations of foreign-language documents shall be certified by a lawyer or patent attorney or be done by an officially authorised translator.

(2) German translations of foreign-language priority documents and copies of earlier applications (section 41 (1) of the Patent Act) shall only be subsequently furnished upon invitation by the German Patent and Trade Mark Office. The German Patent and Trade Mark Office will fix a reasonable time limit for the subsequent filing.

(3) German translations of other documents

1. not forming part of the documentation of the application and
2. filed in English, French, Italian or Spanish,

shall be subsequently furnished only upon invitation by the German Patent and Trade Mark Office. The German Patent and Trade Mark Office will fix a reasonable time limit for the subsequent filing.

(4) If other documents not forming part of the documentation of the application are filed in other languages not mentioned in subsection (3) sentence 1 number 2, German translations shall be filed subsequently within one month after receipt of the documents.

(5) If the translation within the meaning of subsections (2) to (4) is filed after expiry of the time limit, the foreign-language document is deemed to have been received on the date of receipt of the translation. If no translation is submitted, the foreign-language document shall be deemed not to have been received.

Part 3
Other formal requirements

Section 15
Subsequently filed application documents; amendments to application documents

(1) Any document filed after communication of the official file number shall indicate the complete file number. If the application documents are changed in the course of the procedure, the applicant shall submit a clean copy of the application documents incorporating any amendments. Section 6 (1) applies accordingly.

(2) If the applicant subsequently furnishes further copies of the application documents, the documents shall be accompanied by a declaration stating that the subsequently furnished documents correspond to the documents as originally filed.

(3) Insofar as the amendments have not been proposed by the German Patent and Trade Mark Office, the applicant shall state in detail where the features of the invention described in the new documents are disclosed in the originally filed documents. In addition, the changes effected shall be marked either in a copy of the amended documents, by separate explanations, or in the clean copy. If the amendments are marked in the clean copy, they shall be in bold lettering.

(4) Insofar as the amendments have been proposed by the German Patent and Trade Mark Office and have been accepted by the applicant without further changes, the applicant shall attach a declaration to the clean copy mentioned in subsection (1) sentence 2; this declaration shall state that the clean copy does not contain any additional amendments other than the amendments proposed by the German Patent and Trade Mark Office.

Section 16
Models and samples

(1) Models and samples shall only be supplied if the German Patent and Trade Mark Office invites the applicant to do so. They shall bear durable labels indicating the contents and the application to which they relate. If necessary, clear reference shall be made to the patent claim and the description.

(2) Fragile models and samples shall be submitted in sturdy containers clearly so marked. Small articles shall be attached to stiff paper.

(3) Samples of chemical materials shall be submitted in durable and firmly closed containers. If they are poisonous, corrosive or inflammable or have other dangerous characteristics, they shall bear an indication to this effect.

(4) Dyeing and tanning samples as well as other flat samples shall be firmly attached to stiff paper in size 21 cm x 29.7 cm (DIN A4). They shall be accompanied by a precise description of the process of manufacture or use.

Section 17
Official certification of signatures

Upon invitation by the German Patent and Trade Mark Office, the signatures mentioned in section 7 (2) number 5 and in section 8 shall be officially certified (Article 129 of the Civil Code).

Section 18
(repealed)

Part 4
Supplementary protection certificates

Section 19
Filing of the application

(1) The request for the grant of a supplementary protection certificate and the request for an extension of the duration of a supplementary protection certificate (section 49a of the Patent Act) shall be furnished on the forms issued by the German Patent and Trade Mark Office. Section 4 (2) numbers 1, 4 and 5, subsections (3), (5) and (6), and section 14 (1), (3) to (5) apply accordingly.

(2) The request for the grant of a supplementary protection certificate shall be accompanied by information setting forth the protection afforded by the basic patent.

Section 20
Supplementary protection certificates for medicinal products

Both the request for the grant of a supplementary protection certificate for medicinal products and the request for an extension of the duration of a supplementary protection certificate for medicinal products shall contain the information and documents specified in Article 8 of the Regulation (EC) number 469/2009 of the European Parliament and of the Council of 6 May 2009 concerning the supplementary protection certificate for medicinal products (OJ EC L 152 of 16 June 2009, page 1).

Section 21
Supplementary protection certificates for plant protection products

The request for the grant of a supplementary protection certificate for plant protection products shall contain the information and documents specified in Article 8 of the Regulation (EC) number 1610/96 of the European Parliament and of the Council of 23 July 1996 concerning the creation of a supplementary protection certificate for plant protection products (OJ EC L 198 of 8 August 1996, page 30).

Part 5
Final provisions and transitory provisions

Section 22
Transitory provisions

For patent applications, the naming of the inventor and requests for the grant of a supplementary protection certificate filed before the entry into force of the amendments to this Ordinance, the provisions heretofore in force shall remain applicable in the version applicable until that date.

Section 23
Entry into force; abrogation

This Ordinance shall enter into force on 15 October 2003. At the same date,

1. the Ordinance Concerning Patent Applications *(Patentanmeldeverordnung)* of 29 May 1981 (Federal Law Gazette I page 521), last amended by the Ordinance of 1 January 2002 (Federal Law Gazette I page 32), and
2. the Ordinance Concerning the Naming of the Inventor *(Erfinderbenennungsverordnung)* of 29 May 1981 (Federal Law Gazette I page 525) shall be abrogated.

Annex 1 (repealed)

Annex 2
(regarding section 12)

Standards for the filing of drawings

1. The drawings shall be provided on sheets with the following minimum margins:

   top 2.5 cm

   left side 2.5 cm

   right side 1.5 cm

   bottom 1 cm

   The area used for drawings may not exceed 26.2 cm x 17 cm; the area used for the drawing of the abstract may be 8.1 cm x 9.4 cm when presented in portrait orientation, or 17.4 cm x 4.5 cm when presented in landscape orientation.

2. Drawings shall be executed with sufficient contrast in durable, black, sufficiently dense and dark, uniformly thick and clearly delineated lines and strokes without colourings.

3. For illustrating the invention, in addition to views and sectional views, perspectives and exploded views may be used. Cross sections shall be indicated by hatching which should not impede the clear reading of the reference signs and leading lines.

4. The scale of the drawings and the distinctness of their graphical execution shall be such that all details can be distinguished without difficulty, after electronic data capture (scanning), in a linear reduction in size to two-thirds. If, as an exception, the scale is given on a drawing, it shall be represented graphically.

5. The lines in the drawings shall be drawn with the aid of drafting instruments rather than freehand. The numbers and letters used in the drawings shall not be less than 0.32 cm of height. For the lettering of drawings, the Latin and, where customary, the Greek alphabets shall be used.

6. The same sheet of drawings may contain several figures. The different figures shall be arranged without wasting space while remaining clearly separated from one another, preferably in portrait orientation, and shall be numbered consecutively in Arabic numerals. Drawings concerning the state of the art are admissible if the understanding of the invention is thereby facilitated; however, they shall be clearly marked as "*Stand der Technik*" (state of the art). Where figures on two or more sheets form in effect a single complete figure, the figures on the several sheets shall be so arranged that the complete figure can be assembled without concealing any part of the partial figures. All elements of a figure shall be in the same scale, except where the use of different scales is indispensable for the clarity of the figure.

7. Reference signs not mentioned in the description and claims shall not appear in the drawings, and vice versa. The same applies accordingly to the abstract and its drawing.

8. The drawings shall not contain text matter, except, when absolutely indispensable, a single word or words such as "water", "steam", "open", "closed", "section on AB", and, in the case of electric circuits and block schematic or flow sheet diagrams, a few short catchwords indispensable for understanding.

9. The following image file formats are admissible for the electronic filing of patent applications with the German Patent and Trade Mark Office:

Image file format	Compression	Colour depth	Description
TIFF	No compression or LZW or Fax group 4	1 bit/p or (black and white)	Maximum size: 21 cm x 29.7 cm (DIN A4) and resolution: 300*300 dpi Corresponding to 2480*3508 pixels (width*height)
TIFF	No compression or LZW or Fax group 4	8 bit/p greyscale (256 shades of grey)	Maximum size: 21 cm x 29.7 cm (DIN A4) and resolution: 150*150 dpi Corresponding to 1240*1754 pixels (width*height)
JPEG	Individual compression	24 bit/p	Maximum size: 21 cm x 29.7 cm (DIN A4) and resolution: 150*150 dpi Accepts shades of grey only
PDF	No compression	Black and white admissible only	The following typefaces (fonts) are allowed: - Times (serif font, proportional) - Helvetica (without serifs, proportional) - Courier - Symbol (symbols) Colour graphics not admissible Use restrictions possible for PDF files at file level by means of cryptographic means (encryption, deactivation of printing options) are not admissible