

**SINGAPORE
TRADE MARKS ACT
(CHAPTER 332)
TRADE MARKS RULES**

FORM TM 1

**REQUEST TO APPOINT OR CHANGE AN AGENT OR
TO ENTER OR CHANGE AN ADDRESS FOR SERVICE**

This form may take about 2-7 minutes to complete.

General instructions

- a. *If there is not enough space to fill in any part of this form, please use separate sheets.*
- b. *Please file Form TM 26 instead if you are amending your trade or business address and the trade or business address is your address for service.*
- c. *The fee for this form is payable on a per trade mark number basis. However, where a request for change does not affect the legal entity of the agent, only a single set of fee is payable.*
- d. *Please note that any fee paid is not refundable.*

Indicate your request by ticking one of the following boxes

Request to enter, alter or substitute:

- the name of an agent; and/or
- an address for service (including discharging an agent on record and substituting with the applicant/proprietor's business address or address for service)

(please fill in Parts 1- 4)

Request to change an appointed agent's name and/or address for service on record where the agent remains the same legal entity before and after the change

(please fill in Part 4 only)

1 Trade Mark Number

Note

All the trade mark numbers listed must pertain to the same person indicated on Part 2 of this Form. Please use a separate form if otherwise.

2 Person for whom an address for service is to be entered/changed and his particulars

Applicant/
Proprietor
(tick one box only)

Opponent

Others _____
(Please specify)

Company Code
(if applicable)

Name

Address

Citizenship or
Country of
incorporation/
constitution

State of
incorporation
(for U.S.A. corporations)

3 Is the agent or address for service authorised for :

Application for registration/
Registration*

Renewal

Assignment

Renewal and registration

Intervention by third parties

Recordal of Licence

Entry of Disclaimer/Limitation

Amendment of Licence

Amendment of registered mark

Termination of Licence

Revocation of registration/
Declaration of invalidity

Cancellation/Partial cancellation of
registration

Recordal of registrable transactions
other than assignment or licence

Cancellation of recordal of registrable
transactions other than assignment or
licence

Opposition

Others _____ (Please state the
specific transaction)

(tick one box only)

* If the mark has been renewed at least once, this selection will not update the address for service on renewal matters. To update the address for service on renewal matters as well as the registered proprietor's address for service, please select "Renewal and registration".

4 Name and/or address for service to be entered/alterd/substituted

Note

The address for service must be a Singapore address.

Agent Code
(if applicable)

Name

Address

If the address indicated above is the trade or business address of the person indicated on Part 2 of this form, please mark this box.

Signature _____

Date _____
Day Month Year

Name _____
(block letters)

Direct Tel No. _____

Number of extra sheets attached to this form