

## **IPOS Relocation**

From 29 July 2019, IPOS will operate from:

1 Paya Lebar Link #11-03  
PLQ 1, Paya Lebar Quarter  
Singapore 408533

### Temporary Closure of Customer Service Centre

To facilitate the relocation, our customer service centre will be closed on Friday, 26 July and Monday, 29 July 2019.

### Here's How You Can Still Get in Touch with Us

By mail:

We are still able to receive your correspondence by mail. But do note the change in our address before and after 25 July 2019.

<b>Before 25 July 2019</b>	<p>Please send your mail to IPOS' current address:</p> <p style="text-align: center;">Intellectual Property Office of Singapore 51 Bras Basah Road #01-01, Manulife Centre Singapore 189554</p>
<b>From 25 to 28 July 2019</b>	<p>You are encouraged to put your correspondence on hold, and send them only from 29 July 2019 onwards.</p>
<b>From 29 July 2019 onwards</b>	<p>Please send your mail to IPOS' new address:</p> <p style="text-align: center;">Intellectual Property Office of Singapore 1 Paya Lebar Link #11-03 PLQ 1, Paya Lebar Quarter Singapore 408533</p>

Online:

Our online platforms will be operating as usual. We strongly encourage you to communicate and file your applications with us at <http://www.ip2.sg>.

### **Permanent Closure of Patent Deposit Box**

To encourage electronic filing of patents, we will cease the use of the Patent Deposit Box from 27 June 2019. Accordingly, IP<sup>2</sup>SG Practice Direction No. 1 of 2019 on IPOS' electronic online system has been published. You may refer to the Practice Direction at <https://bit.ly/2WlryFb>.

*Ideas Today. Assets Tomorrow.*

## **Excluded Days for Business**

While we are doing our best to ensure a smooth transition, we will be declaring 26, 29 and 30 July 2019 as Excluded Days for Business (refer to Registries Practice Direction No. 1 of 2019 at <https://bit.ly/2WoKfrM>) to minimise any potential impact on your applications. All matters that have deadlines expiring during this period and are not filed within those respective deadlines will have their deadlines extended to the next working day of 31 July 2019.

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