

Intellectual Property Office of Singapore
Registry of Patents
Circular No. 6/2018: Updated Guidelines on Request for Correction of Error (Form CM4)

Updated Guidelines on Request for Correction of Error (Form CM4) (Circular No. 6/2018, dated 18 July 2018)

Further to our guidelines on request for correction of error ([Circular No. 4/2018](#)) and to ease the Form CM4 filing process, IPOS will be introducing the following enhancement to Form CM4. These changes will be made available from 23 July 2018.

1. Allowing selection of more than one correction type in Part 5 of Form CM4

Applicants may seek to correct an error occurring on Patents forms, Register of Patents, specification, and/ or any other document relating to a Patent or of an Application for a Patent by selecting the various options under Part 5 of Form CM4. “Correction of Form lodged” will be an applicable correction type for the correction of approved Patents forms.

For example, the applicant may select “Correction of Form lodged” and “Correction of Register of Patents or Designs” to correct (i) entry in the relevant approved Patents form and (ii) entry in the Register (refer to **Annex A**). The following details should also be provided under Part 6 of the form –

- (i) Details to be corrected in the form and Register; and
- (ii) Relevant rule in which the correction is sought (Patents Rule 58 and/or 91).

The applicant should correct both the error on the form and the Register if the error on the form has been brought into the Register after approval.

2. Simplifying requirements for correction of specification

The requirement to indicate the number of sheet(s) for correction of specification of a Patent or of an Application for a Patent submitted will be removed from Part 6 of Form CM4. Please note that the submission of both marked-up and clean copies of the corrected specification is still mandatory.

If you have any enquiries, please contact Ms. Loh Qiu Li (loh_qiu_li@ipos.gov.sg).

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ANNEX A – PROCEDURE FOR CORRECTION OF AN ERROR

PART 5	
<p>Correction Type*</p> <p>Note: For Patents, you may select more than one correction type. For Trade Marks and Designs, select one correction type only.</p> <p>For correction of name, address or address for service for the same UEN, please file CM2 instead.</p>	<p><input checked="" type="checkbox"/> Correction of Form lodged</p> <p>Form Number PF1</p> <p>Form Lodgement Date 06/06/2018</p> <p>(dd/mm/yyyy)</p> <p><input checked="" type="checkbox"/> Correction of Register of Patents or Designs</p> <p><input type="checkbox"/> Correction of Specification of a Patent or of an Application for a Patent</p> <p><input type="checkbox"/> Correction of any other document relating to a Patent or an Application for a Patent</p>
PART 6	
<p>Details of Correction*</p>	<p>For Trade Marks, please state the affected class if the correction does not apply to all classes in the application. For Patents, where the request for correction relates to a specification, please also explain why the correction sought is obvious in the sense that it is immediately evident that nothing else would have been intended than what is offered as the correction.</p> <p>To correct the title of invention from "Device for analyzing signals" to "Device for analyzing signals" - (i) under Part 3 of Patents Form 1 (Patents Rule 91), and (ii) in the Register of Patents (Patents Rule 58)</p>

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