


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

<p><b>FORM TM4</b></p> 	<p><b>Application to Register a Trade Mark, Collective Mark or Certification Mark</b></p>										
<p><u>Pre-requisites:</u></p> <p>a. A copy of the exact representation of the mark you wish to protect.</p> <p>b. If the mark you wish to protect is a non-conventional mark, please let us have the description of your claim to the particular feature in words.</p> <p>c. For application of sound mark, a digital file (MP3, WAV or AVI format) containing the sound needs to be submitted.</p> <p>d. If the mark contains any non-English words/foreign characters, please let us have the certified translation and transliteration of the non-English words/foreign characters.</p> <p>e. To determine the relevant class number and the description of the goods and/or services before filing the application form.</p> <p>f. A local address for service for the application.</p> <p><u>General:</u></p> <p>a. * denotes mandatory field.</p> <p>b. The fee for this form is payable on a per class basis.</p> <p>c. Please fill the application form carefully and note that only minimal changes to the application are allowed after you have filed the application. Amendments will also need to be accompanied by fees.</p>											
<b>PART 1 Reference</b>											
Applicant/ Agent Reference											
<b>PART 2 Application Type*</b>											
<p><u>Note:</u> If you are applying for a collective or certification mark, please submit the regulations governing the use of the mark on Form TM 10 within 9 months of making this application.</p>											
Application Type (Cross one box only)	<input type="checkbox"/> Trade Mark  <input type="checkbox"/> Collective Mark  <input type="checkbox"/> Certification Mark										
<b>PART 3 Details of Applicant*</b>											
<p><u>Note:</u> If there is more than one applicant, please use the continuation sheet CS 1.</p>											
UEN/ Company Code (if applicable)	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table>										
Name											
Address	<p>Singapore Address</p> <p><input type="checkbox"/> This Singapore address is to be used as the address for service for the purposes of this application. (<u>Note:</u> If this is crossed, it is not necessary to fill up the contact details in Part 5.)</p> <p>Block/ House No. <table border="1" style="display: inline-table; width: 100px; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table></p> <p>Street Name <table border="1" style="display: inline-table; width: 300px; border-collapse: collapse;"> <tr> <td style="width: 100%; height: 20px;"></td> </tr> </table></p>										

	<p>Level - Unit    <input style="width: 40px; height: 20px; border: 1px solid black;" type="text"/> - <input style="width: 60px; height: 20px; border: 1px solid black;" type="text"/></p> <p>Building Name    <input style="width: 90%; height: 25px; border: 1px solid black;" type="text"/></p> <p>Postal Code    <input style="width: 60px; height: 20px; border: 1px solid black;" type="text"/></p>
	<p>Foreign Address</p> <p>Line 1    <input style="width: 90%; height: 25px; border: 1px solid black;" type="text"/></p> <p>Line 2    <input style="width: 90%; height: 25px; border: 1px solid black;" type="text"/></p> <p>Line 3    <input style="width: 90%; height: 25px; border: 1px solid black;" type="text"/></p>
<p>Nationality or Country/Territory of Incorporation*</p> <p>State of Incorporation <i>(mandatory for USA corporations)</i></p> <p>Country/Territory of Residency <i>(mandatory for individuals)</i></p> <p>Sole Proprietor or Partners' Name <i>(if sole proprietorship or partnership)</i></p> <p>Company Profile <i>(for Singapore incorporated businesses only. Please cross if applicable)</i></p>	<p><input style="width: 90%; height: 25px; border: 1px solid black;" type="text"/></p> <p><input style="width: 90%; height: 25px; border: 1px solid black;" type="text"/></p> <p><input style="width: 90%; height: 25px; border: 1px solid black;" type="text"/></p> <p><input style="width: 90%; height: 40px; border: 1px solid black;" type="text"/></p> <p><input type="checkbox"/> Small and Medium Enterprise<sup>1</sup></p> <p><small><sup>1</sup> Small and medium-sized enterprises in Singapore will be defined as businesses with annual sales turnover of not more than \$100 million or employing no more than 200 staff.</small></p>
<b>PART 4A Representation of the Trade Mark*</b>	
<p><u>Notes</u></p> <p>a. If you use a separate sheet of paper, please ensure that the mark is no larger than A4.</p> <p>b. Please check that all the elements in the mark are clear and legible.</p> <p>c. For series of marks, combine the marks on one page.</p> <p>d. If your application is for a shape, please ensure that the shape is properly defined by providing all the relevant views depicting the shape.</p> <p>e. If you have affixed a representation of the mark in colour, please note that the mark will be registered in these colours. If you do not wish to register the mark in colours, please attach a black and white representation of the mark.</p>	

<b>PART 4B Description of Device</b>	
Description of Device	<p>If the mark contains or consists of a device, give a description of the device in words.</p> <div style="border: 1px solid black; height: 60px; width: 100%;"></div>
<b>PART 4C Series Marks</b>	
Series Marks	<p>If the application is for a series of marks, indicate the number of marks in the series applied for</p> <div style="border: 1px solid black; height: 25px; width: 100%;"></div>
<b>PART 4D Non-Conventional Trade Mark</b>	
<p>Indicate whether any of the following is claimed. Please cross where appropriate.</p>	
<p><input type="checkbox"/> 3-dimensional shape</p> <p><input type="checkbox"/> Aspect of packaging</p> <p><input type="checkbox"/> Colour(s) as a trade mark <i>Note : Please cross this only if your trade mark consists solely of colours.</i></p>	<p><input type="checkbox"/> Sound mark</p> <p><input type="checkbox"/> Other non-conventional mark <i>(Please specify)</i></p> <div style="border: 1px solid black; height: 25px; width: 100%;"></div>
<b>PART 4E Description of Claim for Non-Conventional Trade Mark</b>	
Description of Claim for Non-Conventional Trade Mark	<p>If the mark applied for is a non-conventional trade mark, describe your claim to the particular feature(s) in words.</p> <div style="border: 1px solid black; height: 80px; width: 100%;"></div>
<b>PART 4F Disclaimer/Limitation</b>	
Disclaimer/Limitation	<p>If you wish to disclaim (i.e., give up) the right to the exclusive use of any part of the mark, or limit the rights that you are claiming under the mark in any way, please indicate the disclaimer or limitation (e.g. colour limitation).</p> <div style="border: 1px solid black; height: 60px; width: 100%;"></div>

**PART 4G Non-English Words and Non-Roman Characters**

Non-English Words and Non-Roman Characters

If the mark contains or consists of non-English word(s) and/or non-Roman character(s):

- (i) Provide the derivation of the word(s). If it is a coined word and does not have any meaning in the trade/industry, please state so.

- (ii) If the non-English word(s) and/or non-Roman character(s) can be translated, provide the English translation and/or transliteration as follows and attach translation and/or transliteration either by a certified translator or from dictionary:

For marks incorporating Romanised words *(Please cross accordingly)*

I advise that the English translation of the

word(s)

*[eg. French]*

appearing in the mark:

*[eg. Cheval]*

*(cross one box only)*

is

*[eg. horse]*

has no meaning.

For marks incorporating non-Romanised characters *(Please cross accordingly)*

I advise that the

character(s)

*[eg. Chinese]*

appearing in the mark:

*[eg. 好]*

may be transliterated as

*[eg. Hao]*

*(cross one box only)*

which may be translated into English as

*[eg. Good]*

which has no meaning.

**PART 5 Address for Service/Contact Details\****Note:*

- a. Where an agent with UEN is appointed, the fields for "Agent UEN/ Company Code", "Agent Name" and "Address for Service in Singapore" should be completed. Where an individual or an agent without UEN is appointed, the sub-field "Representative or C/O Name" and "Address for Service in Singapore" should be completed instead.
- b. The official correspondence will be sent to the address for service in Singapore as indicated below.
- c. This section need not be filled up if the person's address in Part 3 is to be used as an address for service in Singapore.

Agent UEN/ Company Code	<input type="text"/>
Agent Name	<input type="text"/>
Representative or C/O Name	<input type="text"/>
	Address for Service in Singapore
	Block/ House No. <input type="text"/>
	Street Name <input type="text"/>
	Level - Unit <input type="text"/> - <input type="text"/>
	Building Name <input type="text"/>
	Postal Code <input type="text"/>
Contact Person <i>(if applicable)</i>	<input type="text"/>
Direct Telephone No. <i>(if applicable)</i>	<input type="text"/>
Email Address <i>(if applicable)</i>	<input type="text"/>
<b>PART 6 Specification of Goods/ Services*</b>	
Specification of Goods/ Services	Provide details at Annex A.
<b>PART 7 Priority Claim Details</b>	
Priority Claim Details	If the application claims priority, provide particulars of the claim at Annex B.

**PART 8 Declaration\***

*Note : The declaration that is made here is not intended to overcome an objection under Rule 19(4) of the Trade Marks Rules.*

Declaration	<p><b><u>By Person Filing the Application</u></b></p> <p>I, the undersigned, do hereby declare that:</p> <ol style="list-style-type: none"><li>i. The trade mark is used in the course of trade, by the applicant or with his consent, in relation to the goods or services stated, or there is a bona fide intention that it will be so used.</li><li>ii. The information furnished above is true to the best of my knowledge.</li></ol> <p><b><u>By Agent</u></b></p> <p>I, the undersigned, do hereby declare that:</p> <ol style="list-style-type: none"><li>i. I have been duly authorised to act as an agent, for the purposes of this application, on behalf of the person(s) filing this form.</li><li>ii. On behalf of the applicant(s), the trade mark is used in the course of trade, by the applicant or with his consent, in relation to the goods or services stated, or there is a bona fide intention that it will be so used.</li><li>iii. The information furnished above on behalf of the person(s) filing this form is true to the best of the person(s)' knowledge.</li></ol>										
Name	<input type="text"/>										
Signature	<input type="text"/>										
Date (DD/MM/YYYY)	<table border="1"><tr><td></td><td></td><td>/</td><td></td><td></td><td>/</td><td></td><td></td><td></td><td></td></tr></table>			/			/				
		/			/						
No. of Extra Sheets Attached to this Form (including Annexes A & B but excluding any cover letter)	<input type="text"/> sheet(s)										

## Annex A

### Notes

- a. Use one sheet for each class.
- b. If the space provided is insufficient, please continue on separate sheets.
- c. The goods and services listed here must conform to the International Classification of Goods and Services as prescribed by the Nice Agreement or the Registrar may require you to amend it with fees.
- d. For information concerning the International Classification of Goods and Services, and to conduct a classification search on the goods and/or services that you intend to use in respect of your trade mark, please visit the IP<sup>2</sup>SG website (<https://www.ip2.sg>).

Class No.

Goods/ Services

**Annex B**

**Fill in this annex only if priority is claimed.**

Notes

- a. Use one sheet for each class.
- b. If the space provided is insufficient, please continue on separate sheet

<p>Class No.</p> <p>Country</p> <p>Date claimed (DD/MM/YYYY)</p>	<div style="border: 1px solid black; width: 100px; height: 25px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; width: 350px; height: 25px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; width: 230px; height: 25px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; width: 230px; height: 25px; margin-bottom: 5px;"></div>
<p>Are you claiming priority in respect of all the goods or services claimed in this class? (Cross one box only)</p>	<p><input type="checkbox"/> Priority is claimed in respect of all of the goods or services in this class.</p> <p><input type="checkbox"/> Priority is claimed in respect of only some of the goods or services in this class and they are indicated in the box below:</p> <div style="border: 1px solid black; width: 500px; height: 480px; margin-top: 10px;"></div>



GST	GST INFORMATION
<b>Tax Invoice*</b>	
<p><u>Note:</u>  Tax invoice will be issued to the entity/individual as indicated. Goods and Services Tax (GST)-registered businesses may claim input tax with Inland Revenue Authority of Singapore (IRAS), subject to meeting the requirements under the GST Act.</p>	
<p>Name (Tax invoice to be issued to)</p>	<p>The name of the Applicant (as in PART 3 of this form) is to be indicated in this field.</p> <div data-bbox="544 607 1358 719" style="border: 1px solid black; height: 50px; width: 100%;"></div>