

Industrial Design Manual
Directorate of Trademarks, Industrial Designs
and Geographic Indications - INPI

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Introduction

The present Manual sets out to consolidate the guidelines and procedures for the analysis of industrial designs, as well as instructions for filling out registration applications and process monitoring, thus serving as a reference for examiners, proxies and users in general.

Pursuant to INPI/PR Resolution no.232/2019 that introduced it, the Industrial Design Manual shall be subject to periodic updates, promoted by the Standing Committee for the Enhancement of Examination Guidelines and Procedures (CPAPD).

This first edition of the Industrial Design Manual provides the guidelines required for submitting the registration application, setting out the guidelines for the formal examination and for the technical examination, as well as information about access to the other services rendered by the Directorate for Trademarks, Industrial Designs and Geographical Indications (DIRMA) and the General Coordination of Appeals and Administrative Nullity Processes (CGREC).

1 General provisions

Information about access to the services rendered by the Directorate for Trademarks, Industrial Designs and Geographical Indications (DIRMA), fees, compliance with deadlines, user services, reviews of proceedings and other general standards.

1.1 Standards applicable to the industrial design examination

The following are applicable to the industrial design examination:

- The Federal Constitution:

Article 5 - (...)

XXIX - the law shall ensure to the authors of industrial inventions temporary privilege for their usage, as well as the protection of industrial creations, trademark ownership, company names and other distinctive symbols, bearing in mind the social interest and the technological and economic development of the country;

- The treaties and conventions to which Brazil is a signatory

- Paris Convention for the Protection of Industrial Property (CUP) and the Agreement on Trade-Related Aspects of Intellectual Property Rights (TRIPS) - or those to which the country subsequently accedes. It should be stressed that the TRIPS agreement does not have any auto-applicable standards for the examination of industrial designs, however it creates a series of obligations assumed by the Brazilian government with a view to establishing a minimum protection level with regard to intellectual property in domestic legislation in this regard.

- **Act no.9,279/1996** - Industrial Property Act (LPI) enacted on 14/05/96.

- **Any rule linked or related to the Industrial Property Act**, in its broadest sense, even if contained in other laws, such as civil and commercial legislation, and pertaining to copyright.

1.2 Official media

The official media of the INPI is the Industrial Property Magazine (RPI), available at the portal of the Institute in PDF format. The RPI is published every Tuesday, except on bank holidays when it is published on the first immediately subsequent working day. The observance of the publication date at the RPI is important, as this is when the calculation of the legal timeframes commences applicable to the applications, registrations and requests for industrial design.

The industrial design publications take place in SECTION III

(Industrial Designs) of the RPI page at the INPI portal.

Revista da Propriedade Industrial - Resolução nº 22/2013 de 18 de março de 2013

A revista em âmbito constitui-se em um arquivo que possui informações simplificadas da RPI por isso não contém os comunicados do Instituto. Portanto, acompanhe o andamento de seu pedido através da Publicação Oficial da versão completa em pdf.

Normativos vigentes no INPI - RPI 2002 extra.

A partir do dia 01 de janeiro, 01/2014, a publicação foi abdicada em seções que correspondem aos serviços do INPI: Contratos de Tecnologia, Desenhos Industriais, Indicações Geográficas, Marcas, Patentes, Programa de Computador e Topografia de Circuitos Integrados.

NÚMERO REVISTA	DATA	SEÇÃO I COMUNICADOS	SEÇÃO II CONTRATOS DE TECNOLOGIA	SEÇÃO III DESENHOS INDUSTRIAIS	SEÇÃO IV INDICAÇÕES GEOGRÁFICAS	SEÇÃO V MARCAS	SEÇÃO VI PATENTES	SEÇÃO VII PROGRAMA DE COMPUTADOR	SEÇÃO VIII TOPOGRAFIA DE CIRCUITO INTEGRADO
2412	25/03/2017	PDF	PDF TXT	PDF TXT	PDF	PDF XML	PDF TXT	PDF TXT	PDF
2411	21/03/2017	PDF	PDF TXT	PDF TXT	PDF	PDF XML	PDF TXT	PDF TXT	PDF
2410	14/03/2017	PDF	PDF TXT	PDF TXT	PDF	PDF XML	PDF TXT	PDF TXT	PDF
2409	07/03/2017	PDF	PDF TXT	PDF TXT	PDF	PDF XML	PDF TXT	PDF TXT	PDF
2408	01/03/2017	PDF	PDF TXT	PDF TXT	PDF	PDF XML	PDF TXT	PDF TXT	PDF
2407	21/02/2017	PDF	PDF TXT	PDF TXT	PDF	PDF XML	PDF TXT	PDF TXT	PDF
2406	14/02/2017	PDF	PDF TXT	PDF TXT	PDF	PDF XML	PDF TXT	PDF TXT	PDF
		Buscar Comunicados	Buscar Contratos	Buscar Desenhos	Buscar Indicações	Buscar Marcas	Buscar Patentes	Buscar Programas	Buscar Topografia

↓ Códigos e Abreviações

The INPI also provides the RPI in TXT format with a view to aiding the reading of the data disclosed in the magazine by private process monitoring and management systems. However, this format is not the official means of publication of the INPI.

There are also other unofficial, additional information media such as the Search under Industrial Property based on the industrial design and the My Applications module, described in section 3.10 Process monitoring.

1.3 Protocolising applications and petitions

There are two ways of making an industrial design registration application or petition to the INPI:

a) Online by means of the Electronic Request system, available at the INPI portal.

b) Using a hard copy form, available for printing at our portal and submitted in person at the headquarters of the INPI in Rio de Janeiro, at one of the units of the Institute distributed amongst the states, or sent by post, by Recorded Delivery (with or without acknowledgement of receipt) addressed to the registered office of INPI, Protocol and Dispatch Section - SEPEX, Rio de Janeiro.

When the deposit document or petition are submitted by post, an additional envelope must also be sent, addressed and bearing a stamp, for the return of any additional copies by post, without the INPI bearing any liability for any lost items.

1.4 Protocol date and time

The protocol date and time for applications (registration applications and petitions pertaining to industrial design) sent by means of the electronic request shall be the same as when sent in electronic form and shall be available in the proof of submission of the respective request.

As regards protocols on hard copy, the time and date of their protocol shall be recorded on the protocol label, to be found on the INPI copy and on the user copy. It shall be assumed that any applications deposited and petitions submitted by post have been received at the time of the closure of the receipt activities of the INPI headquarters in Rio de Janeiro, on the postal date or on the business day immediately subsequent, if it is posted on a Saturday, Sunday or bank holiday.

1.5 Legitimacy for practicing acts

Natural persons or legal persons domiciled in Brazil

Natural persons or legal persons domiciled in the country may carry out acts at the INPI, irrespective of whether they have a proxy or not.

Natural persons or legal persons domiciled abroad

Applicants domiciled abroad must designate a legal representative in Brazil by means of a power of attorney instrument which includes the power to receive judicial summonses, as established in article 217 of the LPI.

Proxies

Anyone may act as a proxy vis-à-vis the INPI. A power of attorney is a document whereby the applicant elects a legal representative, whether this is a lawyer, a firm of lawyers or a natural person, to represent its interests vis-à-vis the INPI.

In order for this document to be deemed valid by the body, it must contain the data of the grantor, of the grantee, any powers bestowed upon them, as well as the date and place and the signature of the grantor. This power of attorney must be drafted in Portuguese and, if the original is in another language, the user must provide its uncertified translation, there being no need to carry out any legalization by the consulate and signature recognition.

The power of attorney instrument must be submitted at the time of the first act by the party (the proxy) in the process, either by way of the submission of a registration application or an industrial design petition, or within 60 days after the date of the

registration application or petition protocol.

If the power of attorney is not submitted within the necessary timeframe, the request shall be permanently shelved, as set out in paragraph two of article 216 of the LPI.

As this entails cases involving joint ownership, any requests for abandonment, withdrawal, waiver and inclusion/exclusion of holders must be signed by all the holders or carried out by a duly designated proxy, being duly empowered to represent all the applicants.

Any additional information about the examination of the power of attorney instrument may be obtained in item 4.2.8 Power of attorney.

1.6 Timeframes

The timeframes determined in the LPI, as a general rule, start on the first business day after the date of publication at the RPI and they are calculated in continuous days.

Upon expiry of the stipulated timeframe, the right to carry out the act is extinguished, unless there are grounds for any deadline extension under the terms of art. 221 of the LPI and INPI/PR Resolution no.178/2017, owing to an unexpected event, against the wishes of the party, that prevents it from carrying out the act.

1.7 Fees

The fees for the services of the INPI are stated in the Fees Table, available at the portal of the Institute. In the Fees' Table the amounts are different for hard copy petitions and electronic ones. The latter benefit from a discount.

Under INPI/PR Resolution no. 129/2014, discounts shall also apply to: natural persons; microcompanies; individual microentrepreneurs and small companies, defined as such in Complementary Act no. 123 enacted on 14/12/2006; cooperatives, defined as such in Act no.5,764 enacted on 16/12/1971; education and research institutions; non profit-making entities, as well as public bodies when they refer to own acts.

Fees are paid by means of the Federal Revenue Collection Slip (GRU), the INPI payment document. If an unnecessary fee has been received, the applicant may request its refund by means of a specific petition, available for electronic dispatch. It is a free service (Code 801) which is set out in the Fees' Table of the Administration Directorate of the INPI (DIRAD) and which must comply with the procedures regulated by this Directorate.

1.8 Using the acts of the parties

The INPI shall make use of the acts of the parties, whenever possible, making the applicable demands in accordance with the provisions of art. 220 of the LPI.

1.9 User service

Virtual service

The user may send his or her queries and questions via the Fale Conosco (Contact Us) system, accessible on the first page of the INPI portal.

On the form pertaining to Fale Conosco, the applicant must select the Subject/Area of Interest in accordance with the query or question:

- **Webmaster:** queries pertaining to the use of the login and password or to the registration for access to the e-INPI services.

- **Industrial Design (Administrative Area):** queries with regard to the deposit procedures, confidentiality of the application, power of attorney, timeframes for carrying out the acts, author confidentiality, formal examination, change of name and headquarters, transfers, waivers, withdrawals, extension and five-year periods, registration cancellation, photocopy requests, deadline extension, certificates, official copy, issuance of certificates.

- **Industrial Design (Technical Area):** Doubts about the registrability of the industrial design, scope of protection, Union priority right, grace period, timeframes for carrying out acts, legal requirements for granting registration, technical examination, examination on the merits, compliance with the technical requirements and shelving.

- **Appeals and Administrative Processes regarding invalidity:** Matters relating to applications, registrations or petitions relating to industrial design at an appeal or administrative invalidity procedure stage.

The INPI sends the reply to the e-mail provided in the specific field of the Fale Conosco system form.

Face-to-face service

The face-to-face service of DIRMA is carried out by means of reviews of proceedings, which must be requested via the e-mail vistadi@inpi.gov.br. The message must state:

- the process number;
- the industrial design title;

- the reason for the review.

DIRMA determines the date and time of appearance at the headquarters of INPI (Rua Mayrink Veiga, nº 9) in a reply by e-mail. The review consists of the viewing of the case-files of the process accompanied by staff of the Institute.

At the review of the proceedings, issues pertaining to the procedures or the merit of the examination of the application to register an industrial design will not be discussed.

1.10 Access to information

Act no.12,527 enacted on 18/12/2011, also known as the Information Access Act, regulated by Decree no.7,724 enacted on 16/05/2012, laid down guidelines for access to information in the Public Administration, seeking to extend transparency and facilitate the access of citizens to information.

Pursuant to the Information Access Act, the INPI provides the following tools:

- Industrial Property Magazine (RPI), which is the official medium of the INPI, described in item 1.2 Official media;
- My Applications Module, described in item 3.10 Process monitoring;
- Search on data base which includes the viewing of the documents contained in applications and registers, as described in item 3.10.2 Search on the industrial design base; and
- Fale Conosco System, described in item 1.9 User service - Virtual service.

2 What is regarded as industrial design

Definition, nature, forms of submission, legal principles governing the industrial design law and search methods.

2.1 Definition

Industrial design, as defined in art. 95 of the LPI, is the ornamental plastic form of an object or ornamental set of lines and colors that may be applied to a product, affording a new, original visual result in its external configuration and which may serve as a type of industrial manufacture.

2.2 Nature of the application

Industrial design registration applications may be of two types:

- Deposit of registration application: this is the initial submission of the application on national territory.
- Submitting of divided application: this is a deposit solely generated in line with a technical requirement. In this case, it is vital that the divided application refers to the initial deposit (the parent application), so that it can benefit from its date.

2.3 Forms of presentation

As regards its form of presentation, an industrial design may be classified as:

Two-dimensional

Two-dimensional industrial design is essentially made up of two dimensions (height and width). It is an ornamental set of lines and colors which may be applied to the surface of a three-dimensional product, either as a print, surface pattern or graphic representation in general. The ornamental pattern of lines and colors may be submitted applied to the product defined in the application title or, alternatively, on a plan view.



Ref.: DI 7102778-5.



Ref.: BR 30 2015 005141-8.

Ornamental pattern applied to teacup. Ornamental pattern applied to fabric.

Three-dimensional

Three-dimensional industrial design is the ornamental plastic form of an object which has three dimensions: height, width and depth such as, for example: furniture, footwear, jewels, vehicles and packaging.



Ref.: BR 30 2012 000635-0.
002370-8.

Configuration applied to perfume bottle.
to car.



Ref.: BR 30 2015

Configuration applied

2.4 Legal requirements

Based on that set out in article 95 of the LPI, the requirements laid down for obtaining the registration for the plastic form of an object or for the set of lines and colors applied to a product are:

- Ornamental appearance: requirement which defines the purpose of the protection afforded by industrial design registration, as provided for in the LPI, excluding any technical and functional aspects. This is the counterpoint to the functional form of the object, in other words, the decorative features lent to its configuration with a view to changing its appearance.
- Novelty: an objective and comparative requirement; condition of being new, this refers to that which was not known before the time of submission.
- Originality: condition of being original; attribute deriving from a creative action that differentiates the object or the pattern

from others in terms of the state-of-the-art, lending the latter an individual, distinctive nature.

- External configuration: requirement pertaining to the visibility of the plastic form, excluding any internal system components visible solely upon the dismantling of the object.

- Type of industrial manufacture: the objects or patterns must be fully reproducible, in other words, they must be capable of reproduction on an industrial scale with predominant uniformity, without any major configuration deviations.

2.4.1 Novelty

The novelty requirement is determined in article 96 of the LPI: Article 96. The industrial design is considered new when not understood in the state of the art.

(1) The state of the art is made up of everything made accessible to the public before the filing date of the application, in Brazil or abroad, through usage or any other means, without prejudice to the provisions of (3) of this article and article 99 of the LPI.

(2) Solely for assessment of the novelty, the full content of the application for a patent or registration deposited in Brazil, and not published yet, shall be deemed to have been included in the state of the art as from the deposit date, or of the priority claimed, provided that it is eventually published, even if subsequently.

(3) Any industrial design whose disclosure has occurred during the 180 (one hundred and eighty) days preceding the date of filing the application or of the priority claimed shall not be considered as included in the state of the art, provided such disclosure is made in accordance with the situations provided for in sections I to III of art. 12.

In order to be regarded as new, the industrial design must not have been made public before the filing date. However, if disclosure has occurred within 180 days prior to the filing (or the unionist priority, where applicable), and as long as observed the hypotheses of sections I to III of article 12, there shall be no loss of novelty.

Article 12. The disclosure of a utility model or invention shall not be regarded as state-of-the-art when it occurs during the 12 (twelve) months preceding the deposit date or the date of the priority of the patent application, if promoted:

I - by the inventor;

II - by the National Institute for Industrial Property - INPI, through an official publication of the patent application deposited without the consent of the inventor, based on information obtained from the latter or deriving from acts carried out by him; or
III - by third parties, based on information obtained directly or indirectly from the inventor or deriving from acts carried out by him.

Sole paragraph. The INPI may require the inventor to provide a declaration pertaining to disclosure, accompanied by evidence or otherwise, under the conditions set out in the regulation.

This means that, as from the date of the first disclosure of the industrial design, in Brazil or abroad, owing to usage or any other means, including online, the applicant has a timeframe of 180 days to file the registration application with the INPI.

If this timeframe is not strictly observed, the previous disclosure may serve as the basis for the registration to be declared null and void owing to a lack of novelty.

2.4.2 Originality

The originality requirement is determined in article 97 of the LPI: Article 97. The industrial design is regarded as original when it results in a distinctive visual configuration from other previous objects.

Sole paragraph. The original visual result may derive from a combination of known elements.

The originality requirement determines that the industrial design must have a distinctive visual configuration. In other words, it must be endowed with characteristics that make their appearance unique from previous objects.

Hence, it shall not suffice for the industrial design to simply not be identical to predecessors: it must substantially stand out from other previous objects. There must be a creative step that justifies the right to register the form.

The original visual result can be achieved, combining known elements, according to the sole paragraph of art. 97 of the LPI, provided that said elements are not registered as being held by third parties. This original result refers to the combination of objects in the state of the art going to make up another object, not necessarily on the same market, but with an ornamental plastic form which is sufficiently original and different from those to be found in the state of the art, as shown in the example of the illustration below.



Ref.: BR 30 2012 001571-5.

Configuration applied to packaging in vehicle format.
The plastic form of the object was configured using elements in the public domain.

2.4.3 Type of industrial manufacture

In order for the industrial design to serve as a model for industrial manufacture, its forms must be fully reproducible; in other words, it must be possible to reproduce them in terms of scale and with uniformity, without any configuration deviations.

In addition, it is essential for the creation, in order to be registered as an industrial design, not to have been designed solely as a form of expression of the author, as works of a purely artistic nature cannot be registered as an industrial design in accordance with article 98 of the LPI.

Article 98. Any work of a purely artistic nature is not regarded as an industrial design.

3 How to make an industrial design registration application or petition

The INPI offers two ways of submitting industrial design registration applications and requests:

- **Electronic Request System**, for sending applications and requests in a totally electronic manner;
- **Forms on hard copy**, for submitting applications and requests at the receptions of the Institute distributed around Brazil which also receive any requests sent by post through the Recorded Delivery modality.

In this section, it is possible to find the information required to make the deposit of applications and the petitions' protocol in the two available modalities, as well as guidelines for tracking them. Any user opting for electronic deposit, as well as benefitting from the discounts set out in the Fee Table, shall have simplified access to viewing the process, as the documents are sent in digital format.

Any hard copy request not only costs more, it needs to be digitized and digitalized first in order to be viewed on the information systems of the Directorate for Trademarks, Industrial Designs and Geographical Indications (DIRMA). In this regard, the option for an electronic deposit is more in line with the sustainability policy of the administration, as it avoids any unnecessary expenditure on paper.

3.1 Registration with the e-INPI

The first step for submitting a registration application or an industrial design petition is registration with the e-INPI system, which enables access to the DIRMA services.

This registration is mandatory for any natural person or legal person that wishes to request services from the INPI and it works for all directorates of the Institute. The party concerned, its lawyer or legal representative may register an electronic identification, consisting of a login and password, to authenticate its access to the system.

3.1.1 Completion of the registration form at the e-INPI

Initially, the e-INPI registration page needs to be accessed, choosing your form of registration: as a Client, for natural persons or legal persons domiciled in the country and who are going to make the deposit on their own behalf, or as the Lawyer or proxy without

special authorization, for users who are acting as the legal representative of third parties. Any natural persons or legal persons not domiciled in the country must observe the contents of section 1.5 Legitimacy for practicing acts.

After accepting the "adhesion form" to the e-INPI system, which sets out the general conditions of the service, the party concerned must fill in the data on the registration form, creating a login (username) and password.

The password must contain at least 6 (six) and no more than 10 (ten) characters and it may contain letters and numbers or both items, without spaces. Do not use special characters of the type &, !, %, ?, hyphens or quotation marks. The login and password are of the case-sensitive type, in other words, the system differentiates upper case letters from lower case letters during your registry.

Observations:

a) The password is for personal, non-transferrable use and it must not be transmitted to third parties. Ideally, the applicant or holder of an industrial design shall have one password and its proxy or legal representative shall have another. The legal representative does not need to know the password of the applicant or grantor in order to issue a GRU. Furthermore, the transfer of your password may entail future problems, such as unauthorized use after any removal of a proxy.

b) The user must keep its registration with the INPI up-to-date, as it is only based on the registration information that the Institute can contact it. From the notification of the deposit to the issuance of the registration certificate, everything depends on the consistency of the information about the applicant and/or its proxy. Hence, any change in data, besides, self-evidently, any alterations that interfere with the progress of the process at the INPI, must be communicated to the body.

Instructions for data completion

Although the e-INPI system provides a help tool for completion of the registration, some points related with applicant data need to be clarified since some information completed at this stage is automatically migrated to the electronic form of the Electronic Request system.

The applicant data - in other words, the data of the natural person or legal person who deposits the registration application for industrial design with the INPI - that must be stated on the form are:

Field which shall automatically be included on the form	Observations
Full name	The full name (natural person) or business name (legal person) must be filled in without any abbreviations.
Full address	The address must include the communal space, number, neighborhood, additional information, city, UF (State) and CEP (post code); if the applicant resides abroad, the CEP is not required.
Legal nature of the applicant	According to the Fees' Table, some services have the value of their fee reduced by 60% when owed by natural persons; microcompanies; individual microentrepreneurs; small companies and cooperatives defined as such by law; education and research institutions; non-profit-making entities, as well as public bodies when they refer to own acts. Therefore, the proper completion of the legal nature provides an automatic discount at the time of issuing the Brazilian Federal Revenue collection slip.
CPF or CNPJ, as the case may be	The user must be careful when filling in these fields: the CPF must have 11 digits and the CNPJ must have 14 digits. Only one registration is allowed per CNPJ or CPF. During completion, it must be observed whether the name or business name informed actually match the CNPJ or CPF to be registered, in order to avoid the linkage of a CNPJ to the name of a natural person or of a CPF to the name of a corporate body.
e-mail	It is important for the user to provide the correct e-mail address. In the same way, it is vital for the e-mail account in question to be accessed with relative frequency by the user since DIRMA may possibly get in touch with the user via this channel.

3.1.2 Alteration to data in the e-INPI registration

Any changes in data in the registration, with the exception of those described below, may be carried out directly by the applicant in the GRU module, available on the first page of the portal.

a) The CPF and the CNPJ cannot be altered as registration with a new CPF or CNPJ generates a new registration.

b) The login may be altered, but changes cannot be made by the applicant directly. To change it, the user must activate Fale Conosco and state, as the Subject/Area of Interest, the webmaster.

c) Offices may only be registered by activating Fale Conosco, indicating, as the Subject/Area of Interest, the webmaster. In such cases, request office registration.

To make changes which may be carried out directly by the applicant, the following steps must be followed:

a) Access the GRU module, using the login and the password created beforehand.



Guia de Recolhimento da União

Logu: Senha:

[Não possui login? Cadastre-se aqui.](#)
[Esqueceu a senha? Clique aqui.](#)

b) Access the name or business name in order to gain access to the registration.



Nome:

Endereço:

Cidade:

c) Make the necessary changes.

Atenção!
 Recomendamos o preenchimento de todos os campos, de forma a podermos entrar em contato, quando necessário, o mais breve possível.
 A senha deve ser pessoal e sigilosa, contendo o mínimo de seis caracteres e o máximo de 10 caracteres, podendo conter letras e números ou os dois itens, sem espaços. Não utilize caracteres especiais do tipo &, !, %, ?, hífen ou aspas. O Login e a Senha são do tipo "Case Sensitive", ou seja, o Sistema diferencia as letras maiúsculas das minúsculas no registro do Login e Senha. Recomenda-se não utilizar sua senha pessoal do banco. Procure utilizar uma senha que não seja de fácil identificação por parte de terceiros. Recomenda-se, por motivo de segurança, a troca da Senha periodicamente.

Cliente

Login: Senha: Confirmar Senha:
 Pergunta Secreta: Resposta Secreta:
 Nome:
 País:
 Estado:
 Cidade:
 Endereço:
 Cep:
 Pessoa:
 CNPJ:
 Telefone (opcional):
 Celular (opcional):
 Fax (opcional):
 E-Mail:

Declaração
 Declaro, sob as penas da Lei, fazer jus aos benefícios à redução de retribuição, conforme previsto na [Resolução INPI Nº 273/2011](#).

d) Save the information by pressing the "Save" button and exit the system by pressing "OK".

As informações foram atualizadas com sucesso!

When re-accessing the system, any changes made to the registration will have been updated.

Any change to one of the fields described in the previous section must be made before the issuance of the Brazilian Federal Revenue collection slip (GRU). Only those data available at the time of the issuance of the GRU shall be migrated to the electronic form.

Any alterations to the registration of the GRU Module do not affect the data of the applicant or holder set out in any applications deposited prior to the modification of the registration.

Any applications or registrations protocolised before the alterations to the e-INPI system and the generation of the GRU may only have the name, business name, registered office or address of the proxy, applicant or holder altered by submitting a specific petition and respective payment of the fee, to wit, the petition under code 113 of the INPI Fees' Table: 113 - Change in Name, Business Name, Registered Office and/or Address.

3.2 Fee Table and charges for services

The Fee Table for the services rendered by the DIRMA is available at the INPI portal and users must consult it before carrying out the deposit of their application or petition in order to find out the charges for each service, as well as about the discounts that the INPI grants to:

- Natural persons;
- Microcompanies;
- Individual microentrepreneurs;
- Small companies;
- Cooperatives defined as such by law;
- Education and research institutions;
- Non-profit-making entities; and
- Public bodies when they refer to own acts.

Any applicant who is foreign or domiciled abroad is eligible for said discounts provided that it meets the conditions listed above, thus excluding any cases of corporate inclusion which are subject to national law.

The depositor is the sole party responsible for knowing the amount charged for the service that it wishes to request. Should there be any change in the value of the service between the issue date of the GRU and the date of the protocol of the corresponding application or petition, the applicant must complement the amount paid in accordance with the guidelines set out in item 3.3.1 Instructions for issuing the GRU. In this case, the absence of any supplement shall involve the drawing up of a formal or other demand, depending on the processing stage.

3.3 Issuance of GRU

After making the registration in the e-INPI system, the user must access the GRU module to generate the Brazilian Federal Revenue collection slip pertaining to the service requested from the Directorate for Trademarks, Industrial Designs and Geographical Indications. This must be paid before sending the electronic form of the registration application or industrial design petition under the terms of article 5 of the INPI/PR Resolution no. 146/2015, as well as before the submission on hard copy of the registration application or of the petition, under the terms of art. 101, section VI, of LPI, failing which they shall be disregarded.

The GRU must be issued even when involving a service which is exempt

from payment.

3.3.1 Instructions for issuance of the GRU

After making the registration in the e-INPI system, the user must access the GRU module to generate the slip pertaining to the service desired in accordance with the guideline set out below:

a) At the INPI portal the user must click the link Issue the GRU, then completing the login and password fields, registered beforehand.



Formulário de login

Login

Senha

Acessar >> Cadastre-se aqui

Esqueceu a senha? clique aqui

Alteração de cadastro e emissão de recibo: clique aqui

Cadastro de cliente por procurador: clique aqui

b) On the issuance page, the option Industrial Design Registration must be selected in the Unit field.

c) Then, you just need to choose the service desired by digitizing the respective code (e.g.: 100, 104, 105) and hit Enter; or choose the service by looking for its name in the relevant box.

Dados do Serviço



Tipo de Serviço: Registro de Desenho Industrial

Serviço: --Selecione--

Confirmar

d) At this time, the user then needs to choose whether it wishes to make a hard copy submission or in electronic format, as well as indicating any other information requested which varies in accordance with the service type.

e) In the event of an industrial design registration application, the user is asked about the nature of the design (information about the differences between the types of natures of an industrial design may be found in section 2 What is regarded as industrial design).

f) A window is displayed with a preview of the service requested. The user must check the desired service, as well as the data informed, such as the nature of the industrial design or the value of the service in question. Finally, the user must click Complete Service. If a mistake has been made choosing the service or filling in any other information during this stage, press the Cancel Service button.

g) Finally, just read the instructions on the "Service successfully recorded!" page and press the Issue GRU button.

The user must press the New Service button only when it carries out another service of the unit chosen. Upon completing issuance of the GRU, the user must click the Exit system link, so as to release the system resources to other users.

Observation:

Should he or she wish to request the same service more than once, the user must not reuse the slip: he or she just needs to select the same service again in such a way that a new GRU is issued.

3.3.2 Guidelines for completion of fields

"The object of the petition refers to" Field:

When issuing a Collection Slip for submission of a petition, in some cases, completion is requested of the field "The Object of the petition refers to", as well as the "Administrative Process" field.

Dados do Serviço

The screenshot shows a web form titled "Dados do Serviço". It contains the following fields:

- Tipo de Serviço:** A dropdown menu with "Registro de Desenho Industrial" selected.
- Serviço:** A dropdown menu with "Outras petições (125)" selected.
- Peticionamento:** A dropdown menu with "--Selecione--" selected.
- O objeto da petição se refere a:** A dropdown menu with "--Selecione--" selected.
- Processo administrativo:** A text input field that is currently empty.

Below the fields is a blue button labeled "Confirmar".

The field "Object of the petition refers to" is used to detail the service requested.

The user must fill in the "Administrative process" field with the process number to which the service requested refers.

Observation: It is worth remembering that the descriptive tables of all the services, their applications and objects referred to are available under item 3.7 Explanatory tables pertaining to petitions.

3.3.3 Additional fees

Collection slips with smaller amounts, including when there are changes to the Fees' Table of the INPI, may be added to before submission of the application or of the petition to avoid any demands in this regard.

After accessing the GRU module with its login and password, the applicant must select the "General Administration" unit and fill in the service code 800 or select the "Additional fee" option. A list of slips paid previously shall appear in the "Previous Slip" field. The applicant must select the number of the slip paid previously and indicate the amount to be added and then click "confirm".

After payment of the supplement, the copy of the proof of payment must be provided in an annex to the application or petition, either by means of an electronic request or on hard copy. It should be stressed that, to submit the electronic form, in the field intended for completion of the GRU number, the GRU number pertaining to the main service must always be given, and never the GRU additional fee number which shall be stated on the form solely as an annex.

Observations:

- a) If it has already paid the GRU and wishes to supplement it, the user must wait until the day subsequent to payment when it has already been reconciled and shall become part of the list of GRUs paid.
- b) The GRU must be supplemented by the same applicant who issued it; otherwise, the previous GRU will not be found.
- c) When an additional fee is requested by way of a demand, mere payment of the additional fee slip shall not constitute an answer. Compliance with the demand shall only be recognized as such after submission in due time of a specific petition to this end.
- d) Supplement slips cannot be subject to protocol. If the applicant wishes the proof of payment to be included in the process records, it must submit it by means of a specific petition.
- e) If the supplement has not been carried out voluntarily by the user and is thus subject to a demand, the amount to be supplemented must correspond to the difference required to attain the value of the service in force on the date on which the demand is complied with.

3.4 Payment of GRU

In possession of a Brazilian Federal Revenue collection slip issued by the GRU system, the user must observe the following:

- a) The due date of the GRU shall be on the 29th day subsequent to the Slip issue date. The due date of the GRU is not related to the administrative timeframes and the latter must be strictly observed by the applicants, in accordance with that determined by the LPI;
- b) The issuance of the GRU, which corresponds to the selection stage of the desired service, must be carried out by the applicant or by its representative, never by third parties. This is why access to the system is subject to the prior identification of the user. Hence, with the exception of the pre-existence of the proxy, the name of the user who accesses the system for selection of the service and consequent issuance of the GRU, shall be printed on the slip generated, binding the user in question to the act engaged in. The document must state the CPF/CNPJ and the CEP of the payer.
- c) It should be noted that, for the purposes of the validity of the acts carried out by the user which are subject to payment of fee, the desired service shall be regarded as effectively paid only after the bank reconciliation of the respective GRU.
- d) Any applications and requests not paid or whose payment date is subsequent to the protocol will give rise to the publication of the non-existence of the application or the non-consideration of the petition, without any prior making of the demand and without the right to request any refund of the charge.

3.4.1 Payments outside banking hours

Electronic application for industrial design registration

For the purposes of payment of the fee pertaining to the filing of the registration application for industrial design, the banking operation date is regarded as the effective payment date, even if said operation has been carried out during hours or on days during which there were no banking hours and provided that this has been effectively proven.

Hence, in those cases in which the banking operation pertaining to payment of the application was made by the date on which the electronic form is sent, but outside banking opening hours or days, the user must send, as an annex to the electronic registration application form, the digitized proof of payment of the GRU, clearly and legibly containing the GRU number, the payment date and the banking authentication.

All industrial design registration applications are subject to formal examination. If there is a need to clear up any queries about the banking reconciliation of the amounts or the effective collection date, a demand will be made to this end, to be met within five continuous days after date of publication of the demand. In those cases in which the legal timeframe is not met, the application shall be regarded as non-existent, in other words, the application will not be pursued further.

Bank operation schedules are not accepted as proof of payment.

Electronic requests

For the purposes of paying the fee pertaining to electronic requests, the banking operation date is regarded as the effective payment date.

Hence, in those cases in which the banking operation pertaining to payment of the petition was made by the date on which it is sent, but outside banking opening hours or days, the user must send, as an annex to the electronic request form, the digitized proof of payment of the GRU, clearly and legibly containing the GRU number, the payment date and the banking authentication.

Petitions are subject to conformity examination, at which time demands may be made, particularly in order to send a digitized copy of proof of payment of the GRU so that any queries about the effective collection date can be clarified.

Compliance with any demand must be submitted within 60 (sixty) days after the date of publication of the demand, failing which the electronic request shall not be recognized owing to payment failure. Bank operation schedules are not accepted as proof of payment.

3.5 Electronic request

To gain access to the electronic application and petition forms, first and foremost it is necessary for the user to carry out its registration on the e-INPI system and to generate a slip pertaining to the service requested, thereafter accessing the electronic form by means of a login and password.

It is also vital that, before commencing filling in, the user should read the Industrial Property Act, as well as all the items of this section in order to obtain further clarification about how to act with the Directorate for Trademarks, Industrial Designs and Geographical Indications.

3.5.1 Access to the electronic form

To gain access to the electronic application and petition forms, first and foremost the user needs to carry out its registration with the e-INPI whereby it can generate the Brazilian Federal Revenue collection slip (GRU) for the service requested. If the user is already registered and has a paid up slip pertaining to the desired service, it may access the electronic forms using the same login and password as for the e-INPI.

At the INPI portal, the user must click "See the e-industrial design":



It must then log in, entering password in accordance with the figure set out below:



It should be stressed that GRU numbers of services not requiring any petition, specified in item 3.9 Services not requiring any petition, should not be inserted in this field, nor any GRU numbers for fee supplements, as described in item 3.3.1 Instructions for issuance of the GRU. In the case of supplements, the GRU number of the main service must be given whose value is being supplemented. The supplement slip must follow as an annex to the electronic form. If the service which the petition is supplementing has already been protocolised, request through another service code.

As from such time as it logs in, the user shall have 30 minutes to fill in the electronic form. However, if the session time closes during completion, any information entered up to that point shall be saved. The user just needs to login again to continue completion.

Seja bem-vindo | Sair do Sistema

Sr(a) Usuário,
Antes de preencher os dados relativos ao seu Pedido ou Petição, são necessários a emissão e o pagamento da Guia de Recolhimento da União (GRU), através da qual será solicitado o serviço a ser efetuado pelo INPI. No caso de estar solicitando a 2ª via do recibo, o mesmo somente será disponibilizado se o usuário logado for o requerente, seu procurador ou um procurador do escritório contratado.

[Não possui sua GRU? gere sua guia aqui](#)

Nosso Número (nº da GRU)

Observations

Using the GRU number, the DIRMA confirms the request for services and the banking reconciliation of the respective payments and this is thus a vital item of data for the fee, as well as allowing the possible recovery of the copy of the application receipt.

3.5.2 Completion of the electronic form

General data (loading from the GRU)

By inserting the GRU number in the appropriate field, the user shall have access to the electronic form for the industrial design application which will reproduce not only the data pertaining to the applicant and its proxy, where applicable, but also any information pertaining to the deposit itself, as the nature and the form of submission of the industrial design. Hence, said fields may not be altered.

The depositor's data require the (mandatory) updating of nationality and the classification of the depositor (legal persons are exempt from any classification update). If there is more than one depositor for the same application (joint ownership), use the "add depositor" button for inclusion of data from other applicants.

Dados do Depositante

Nome ou Razão Social: Cliente de desenho industrial	Tipo de Pessoa: Pessoa Jurídica	
CPF/CNPJ: 73637915000195	Endereço: Rua Mayrink Veiga 9	Editar
Cidade: Rio de Janeiro	CEP: 20081-240	
Estado: RJ	País: Brasil	
Nacionalidade:	Qualificação Jurídica: Pessoa Jurídica	
Email: cliente@teste.inpi.gov.br	Fax:	
Telefone: 21 25696741		

[Adicionar Depositante](#)

The data pertaining to the proxy, where applicable, reproduce the information registered by the lawyer itself or Industrial Property agent for its identification at the time of issuance of the GRU. Hence, if access to the electronic form is gained by the proxy, the form shall have 2 (two) basic items of information: one field pertaining to the data of the applicant and another related to the data of the proxy. There are cases in which the proxy is registered at an Industrial Property office which also appears on the electronic form.

Dados do Procurador

Nome ou Razão Social: Agente desenho Industrial um	Numero OAB : 147852rj
Numero API :	CPF/CNPJ : 67012872128
Endereço : rua são teste, 7	Cidade : Rio de Janeiro
Estado : RJ	CEP : 20081240
Telefone : 21 23456789	Fax :
Email : teste@teste.com.br	
Dados do Escritório	
Nome : A Provincia Marcas e Patentes Ltda.	CNPJ : 06052621000156

For applicants who do not have any legal representative, the "General Data" session is simpler, without the proxy and office fields.

Data on the nature of the industrial design are loaded automatically with the information supplied at the GRU. The applicant must observe whether there is any inconsistency in these data and, if there is, the fields may be updated. To do this, the applicant must click the "Change" icon.

*Natureza: Depósito de pedidos de
 Registro de Desenho
 Industrial (DI)

If the applicant changes this data, all the information completed on the form up to that point will be deleted. In these cases, the necessary fields just need to be filled in again. Additional guidelines about the nature of the industrial design may be obtained in Section 2. What is regarded as industrial design.

Instructions for completing the fields

Object of the design and Title

The user must define the object of the industrial design: two-dimensional or three-dimensional. Once this has been done, the "Title" field will receive pre-completion (Ornamental pattern applied to/in - for two-dimensional pattern designs - or Configuration applied to/in - for designs of ornamental plastic forms of an object) which must be completed with the object information.

*Objeto do Desenho: *Titulo:

The application title must indicate the object of registration in a brief, clear and concise manner, without using any expressions or words that are irrelevant or unnecessary or which denote advantages, technical specifications or merely qualifying characteristics.

In the case of registration applications for three-dimensional industrial designs, the title must start with the expression "Configuration applied to/in..." and it should indicate the object represented in the drawings or photos. e.g.: Configuration applied to shaver.

In the case of registration applications for two-dimensional industrial designs, the title must start with the expression "Ornamental pattern applied to/in..." and it should indicate the product that will receive the pattern represented in the drawings or photos. e.g.: Ornamental pattern applied to packaging.

Nature of the application

The "Nature of the application" field is automatically loaded with the pattern chosen upon issuance of the GRU. If there is any inconsistency in the nature of the deposit informed at the GRU, the field may be updated. To do this, use the "Change Nature" button.

Once the nature of the application has been changed, form completion must be restarted since the information inserted up to that point will be deleted.

The nature of the registration application for an industrial design may be: Deposit or Divided.

*Natureza: Depósito de pedidos de
Registro de Desenho
Industrial (DI)

Confidentiality of the application

The confidentiality of the registration application for an industrial design ensures that it will only be made available for technical analysis 180 days after its deposit, keeping its protocol date protected.

Within 180 days, publications are carried out: of the notification of deposit of the application in secrecy (clearance code 32); of preliminary demands (clearance code 30); and non-existences (clearance code 33.1). These publications only make public bibliographical data and information about the admissibility of the application, with no mention being made of the matter deposited. Irrespective of whether the application is confidential or not, the term for compliance in the event of publication of preliminary demands (clearance code 30) is only 5 (five) calendar days. Failure to comply with this demand shall render the application non-existent. It is thus very important, even if confidentiality is required, to monitor the RPI on a weekly basis.

Examinations and publications pertaining to the object of the application shall only be carried out once the confidentiality period has ended.

The confidentiality requirement is not automatic and it must be requested, accompanied by a specific charge (code 102 of the Fees' Table), in accordance with the interest of the depositor. When marking the request for confidentiality on the electronic form, the applicant must have the respective, valid and paid up GRU and it must enter the number thereof (our number) in the specific field.

Requer sigilo do pedido na forma do §1º do art. 106 da LPI 

Nosso Número do Sigilo(GRU):

Field of application

The indication of the field of application in the registration

application request is compulsory. The purpose of the field of application is to clarify which market segment the industrial design belongs to, describing its area of application. This classification is not restrictive, in other words, the form may not be reproduced in any other object, irrespective of the classification it has been assigned.

In the electronic request, the field of application cannot be filled in freely and its indication is required in accordance with the International Locarno Classification. The depositor may search by key word or even choose from the list itself.

The image shows a search interface with two sections. The first section is labeled 'Campo de Aplicação Principal:' and has a button labeled 'Pesquisa Por Palavra-chave'. The second section is labeled 'Demais Campos de Aplicação:' and has a button labeled 'Pesquisa Por Palavra-chave'.

Union priority right

A depositor may request the registration of the same object in several countries, within the term of 6 (six) months as from the first deposit. The priority claim indicates the existence of prior foreign deposits and it guarantees the use of the earliest date for the purposes of the prior art examination, provided that the documentary evidence has been submitted within no more than 90 days after the national deposit. When the depositor marks the claim, the field is opened for indicating the date, application number and country in which the first deposit occurred.

The union priority right claim must be made upon the act of deposit, clicking the specific box as indicated below:

Dados da Prioridade do depósito

O Depositante reivindica prioridades de Depósito

Once the user has selected the previous option, the form shall make available, in accordance with the figure below, the fields pertaining to the date, the number and the country of origin of the deposit or registration of the industrial design in question.

Dados da Prioridade do depósito

O Depositante reivindica prioridades de Depósito

*Data Prioridade

*Número Prioridade

*País Prioridade

Adicionar Prioridade

It is worth noting that if the user wishes to claim more than one priority, it may do so by completing the respective fields and clicking the "Add" button.

Dados da Prioridade do depósito

O Depositante reivindica prioridades de Depósito

*Data Prioridade

08/01/2015

*Número Prioridade

XXXXXXXXXX

*País Prioridade

ANDORRA

Adicionar Prioridade

Editar

Excluir

Declarations

The priority claim must be proven by means of an original document, accompanied by a simple translation. The "Declaration on the form of art. 16, parag. 5 of the LPI" does not require any translation. Completion of said field is used precisely to declare that the data identifying the original application are identical to the data informed on the deposit form. The declaration may also be provided on an attached sheet.

The field "Declaration as to non-prejudicial prior disclosure" must only be completed if the subject matter deposited gives rise to the timeframe foreseen in parag. 3 of art. 96 of the LPI which consists of the right to deposit the application in up to 180 days, calculated as from the first disclosure of the required object.

Declarações

Declaração na forma do artigo 9º da instrução Normativa n° 12/03 (relativa a tradução simples da prioridade) 

Declaração de divulgação anterior não prejudicial

Author

The author is the party responsible for the creation of the industrial design. He or she is not necessarily the depositor of the application, as he may assign or transfer his property rights to another natural person or legal person. Even in the event of assignment or transfer, it is compulsory to state on the form the name and classification of the author, who must of necessity be a natural person.

Dados do Autor

Adicionar Autor

When clicking the above button, the following dialogue box shall open:

The image shows a web form titled "Adicionar Autor" (Add Author). The form includes the following fields:

- *Nome: Text input field.
- *Nacionalidade: Dropdown menu with "Selecione" (Select).
- CPF: Text input field.
- *Qualificação Física: Text input field with a dropdown arrow.
- *Endereço: Text input field.
- *Cidade: Text input field.
- Estado: Dropdown menu with "Selecione" (Select).
- CEP: Text input field.
- *País: Dropdown menu with "Selecione" (Select).
- Telefone: Text input field.
- Fax: Text input field.
- Email: Text input field.

 At the bottom of the form, there is a checkbox labeled "Requer a não divulgação do Autor de acordo com o art 0º § 4º da LPI". Below the form are two buttons: "Fechar" (Close) and "Confirmar" (Confirm).

If the non-disclosure of his name is in the interest of the author, this must be requested in the act of data completion.

A document signed by the depositor must be submitted as an annex, stating the nomination and the qualification of the author and also a declaration by the author himself requesting the non-disclosure of his name.

The template to be used for the declaration of "request for non-disclosure of the author's name" is available in the information bubble of the field "Add Author". We should stress that if there is more than one author, the request for non-disclosure must be carried out in an individualized manner. In other words, for each author, a document of the depositor must be sent appointing and qualifying the author and a declaration by the author requesting the non-disclosure of his name.

Annexes

The annexes of a registration application or petition for an industrial design may be compulsory or optional, depending on the specific nature of each type of request. The figure below shows the most common types of annexes for an industrial design registration application:

Documentos anexados

The screenshot shows a web form titled "Documentos anexados". On the left, there is a label "*Tipo Anexo:" followed by a dropdown menu. The dropdown menu is open, showing a list of options: "Declaração de divulgação anterior", "Desenhos e/ou Fotografias", "Documento de Prioridade", "Outros", "Procuração", "Reivindicações", and "Relatório Descritivo". To the right of the dropdown is a green button labeled "Adicionar Anexo". Below the dropdown, there is a checkbox labeled "Declaro, sob as penas da lei," followed by the text "são completas e verdadeiras.". At the bottom of the form, there are three buttons: "<< Voltar", "Terminar em outra hora", and "Avançar >>".

The user must choose the type of annex it wishes to insert, clicking the "Add" button and then selecting, on its computer, the file in PDF format that it wishes to attach to the electronic form. After these three steps, the annex shall be attached to the electronic form which shall also show the name selected for the file.

Other non-predefined types of annexes may be added using the "Others" field. The user must describe the annex (in other words, give the title of the annex in such a way as to reproduce its content as faithfully as possible), click the "Add" button and then select, on its computer, the file in PDF format that it wishes to attach to the electronic form.

Documentos anexados

The screenshot shows the same web form as above, but with the dropdown menu closed and the option "Outros" selected. The "Adicionar Anexo" button is still visible to the right. The "Declaro, sob as penas da lei," checkbox and text are also present.

The user may remove the annexes at any time before sending the form, clicking the icon shown on the right-hand side of each.

All the documents attached to the electronic registration application or petition forms must be sent to the INPI as digital or digitized documents. Hence, for the intent and purpose of this manual, the term "document", when referring to the sending of annexes, means the set of texts and/or images sent in the form of an electronic file, either with the digitization of content that was originally on hard copy or by means of an existing copy of the file solely on digital support.

For security reasons, the user must adopt the PDF format. To read PDF files, Acrobat Reader software must be installed which is free and may be downloaded online. Hence, only documents with the PDF extension will be accepted since this type of extension prevents unauthorized editing which is constituted as a security measure for the user.

The text file may be converted into PDF format using LibreOffice (free software), Microsoft Word (from the 2007 version onwards) or

Acrobat Writer.

The user is required to observe the technical specifications pertaining to the transfer of documents using the electronic form:

Technical specifications	Template to be used for the electronic form
Valid file format	PDF
Maximum file size	3 MB

In the event of text documents that need to be printed for authentication and then having their pages digitized, or also in the event of sending a copy of documents which have already been printed, we would recommend:

- a) That each page should be digitized as a TIF image in the original size and with a resolution of 200 to 300 DPI.
- b) After digitization of all the pages of the document, they must be placed in a document of the text editor Word or LibreOffice, then be converted into a PDF file, as this file, although it contains various images, will be compressed in size which facilitates file transfer.
- c) Documents whose size is greater than 3 MB may be divided up into fractions to allow their complete sending. (Example: Articles of Incorporation - Part 1; Articles of Incorporation - Part 2; Articles of Incorporation - Part 3). It is very important to keep the right order of documents that have been divided up, as it will not be possible to reorder them after completion of the electronic request process.
- d) Great care should be taken when selecting and sending a document attachment. Never forget to check whether the file that you say corresponds to a given document is the one which you should actually send us. This procedure is totally the responsibility of the applicant. It shall not be possible to modify, add or withdraw documents attached after completion of the electronic request process.
- e) Remember to check the integrity of the files sent, as well as their extension. The more attention is paid to checking the files sent as an annex, the less chance there will be of the registration

application or petition suffering any type of formal demand or of conformity.

3.5.3 Specific observations for the petitions' form

By definition, a petition is an administrative instrument pertaining to a request for services from the INPI. In the case of the DIRMA, a petition serves to send information and/or a request pertaining to any application or registration of an industrial design or also to any separate service provided by the Directorate. The electronic industrial design petition form will reproduce not only the information pertaining to the applicant and its proxy (if there is one), but also the main data pertaining to the service requested, such as a description of the petition, process number related with the act and various other variable data in accordance with the nature of the service demanded. This being the case, said information may not be changed as it is defined in the GRU issuance environment.

When completing the form, and in accordance with the specific nature of each service claimed, any new information shall be requested from the user, in such a way that any requests are also configured in documents of a nature as dynamic as that of the registration application.

To access the electronic industrial design petition form, the user must follow the same procedures as those adopted for the registration application deposit.

To all intents and purposes, each petition shall pertain to just one type of service. Hence, if the user has to comply with a demand deriving from the examination of its registration application and, concurrently, it wishes to register an alteration with the registered office of said same application, it will have to send 2 (two) different petitions, paying the attendant fees and completing the electronic forms for different petitions. Hence, there is no possibility of grouping together requests of different natures on the same form. If requests are grouped together, a compliance requirements shall be made for the maintenance of the request pertaining to the GRU collected and any new petitions of the other requests.

3.5.4 Sending the electronic form

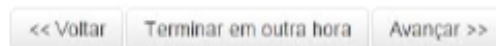
To complete the filling in of the electronic form for a registration application or petition, the user must declare the truthfulness of

the information provided, in accordance with the figure below. Without making this declaration, the user will not be able to send the form.

Declaro, sob as penas da lei, que todas as informações acima prestadas são completas e verdadeiras.

After signing the aforementioned declaration, the user shall have, at the end of the form, 3 (three) options, to wit: "back", "complete at some other time" and "next", in accordance with the figure below.

Declaro, sob as penas da lei, que todas as informações acima prestadas são completas e verdadeiras.



Back: The user shall return to the initial screen on which it shall insert the GRU again to reopen the form. The information completion up to that point shall be recorded.

Complete at some other time: System logout is carried out automatically. The user must enter the user name and the password to have access to it again. The information completed shall be recorded for the subsequent sending of the form and its recovery shall be carried out by means of the GRU number.

Next: The system shall carry out a check with a view to identifying whether the necessary information has been completed and whether the mandatory annexes were inserted on the form. If any information is missing, the system shall indicate this to the user. If the basic information has been filled in, the system shall display a preview of the form so that it can be validated by the user before being sent.

3.5.5 Protocol

Under the form preview there shall be 2 (two) options, to wit: "back" and "protocolise", in accordance with the figure below.



Back: This procedure must be adopted whenever, in the preview, the depositor finds any inconsistency or something that it wishes to alter. By clicking "back", the user shall return to the electronic form and it may alter all the information it wishes.

Protocolise: This means that the GRU has already been paid and that the user agrees with the preview and will actually submit its application or petition for an industrial design.

Having selected the option "Protocolise", the box below will open, warning the user about all those issues pertaining to the issuance of the GRU and the payment already described in this manual:



By selecting the "Close" option, the user shall return to the preview and may click "back" to re-edit the form. By selecting "Protocolise", it will no longer be possible to alter the information input into the electronic form. This is the precise

time at which the form is sent as well as the issuance of the receipt.

The next screen confirms the effective sending of the electronic form. The "Back to start" option leads the user back to the screen for insertion of the GRU number and completion of a new service.

PETICIONAMENTO ELETRÔNICO

Aumentar Fonte Tamanho Normal Diminuir Fonte Alto Contraste

Seja bem-vindo | Sair do Sistema

Clique Aqui! Para receber seu Formulário Eletrônico

Número do Processo: BR 302615
90086 6

Número do Protocolo:
870150066438

Nosso Número:
00.000.2.1.15.0002648.8

Data de envio do formulário:
17/04/2015 09:51

Obrigado por acessar o Peticionamento Eletrônico

A partir de agora, o número acima identificará o seu pedido junto ao INPI. Contudo, a aceitação do pedido está condicionada à confirmação do pagamento da respectiva GRU (Guia de Recolhimento da União), que deverá ter sido efetuado previamente ao envio deste formulário eletrônico, sob pena do presente pedido vir a ser considerado inexistente e da petição não ser conhecida.

Após enviar o formulário eletrônico de Requerimento de Averbção, o mesmo será submetido a exame formal e, havendo condições mínimas, a Notificação de Requerimento de Averbção será publicada na Revista Eletrônica da Propriedade Industrial (RPI) para ciência da data inicial para contagem do prazo de decisão.

Não deixe de acompanhar o andamento do seu processo, acessando semanalmente a RPI.

<< Voltar ao Início

Note that essential information was generated about your electronic deposit:

Process number: Number that will identify your registration application with the INPI (comprising the acronym BR, owing to the nature of the application: 30 for deposit or 32 for divided, six-digit sequence and check digit). Using this number you may follow the progress of your process via the RPI (in PDF format), available at our portal, including with regard to any requirements. If you are submitting a petition, this shall only be the application or registration number to which the petition refers.

Your protocol number: Number generated both for applications and for petitions. In the case of petitions, it is the main document identification number. This number proves that the service has actually been requested. However, any tracking of the service requested via petition must be carried out by means of a consultation by the process number in question.

Date and time of protocol: This means the date and time when the INPI system receives your application or petition. In the event of the registration application for industrial design, please note

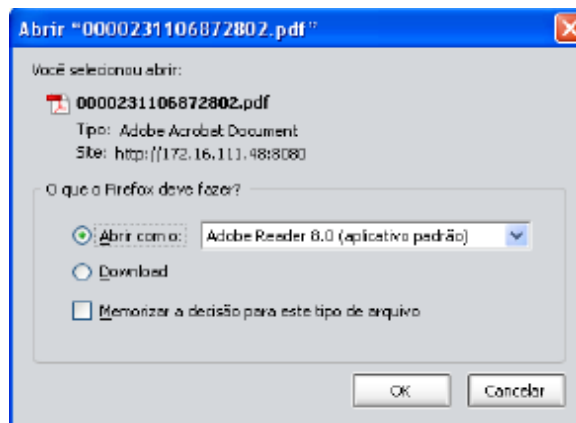
that the date you send your application shall be the so-called deposit date.

3.5.6 Receipt for the sending the electronic form

The user shall have access to the receipt for the registration application or petition for industrial design by clicking the button reproduced below:



By clicking the button reproduced above, a screen shall appear asking whether the user wishes to download to his or her computer or merely to open the file generated, in accordance with the image below.

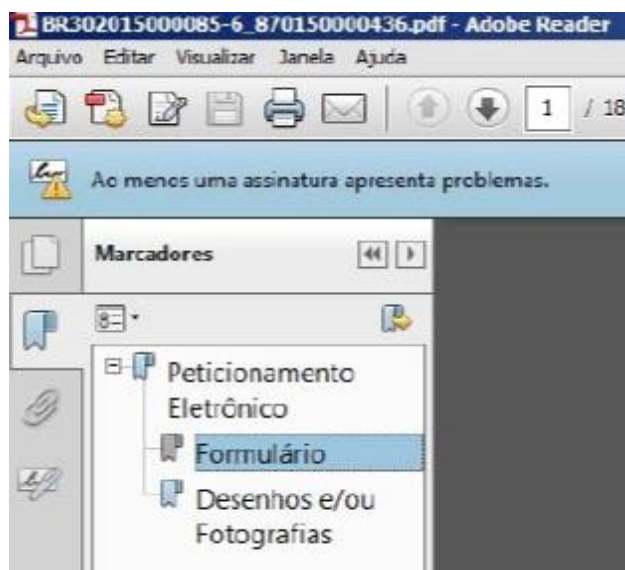


The receipt for the registration application or petition shall be sent in PDF. Print it and keep the application or petition number that will appear on the receipt for tracking at the RPI.

The receipt contains important aspects to be observed by the user:

a) The data completed on the electronic form, along with the attached documentation, shall become one single PDF file which may not be altered, bestowing total security upon system users. The pages are numbered, counting the pages of the form and also the pages pertaining to the annexes.

b) In the file in PDF format, the user shall have available the menu providing rapid access to its documents. This menu shall provide an index, containing the titles of annexes defined by the user itself when filling in the electronic form, in accordance with the template below. Hence, it is important for the user to attach the file actually that is said to correspond to a given document.



In the example above, the depositor of a registration application for industrial design attached 2 (two) documents which were included in the receipt in the PDF. The user may have rapid access to each of the documents without needing to browse through the file page by page and he or she may also verify whether all the desired documentation has actually been sent in the electronic deposit.

Attention!

Once you have sent the registration application or petition for an industrial design, you cannot change them anymore. Depositing a registration application for industrial design does not mean your design will necessarily be granted, acquiring registration status. Only after the technical examination, in which all the terms of registrability will be verified, shall your application be decided upon.

Copy of receipt for sending electronic form

After sending the electronic form pertaining to the registration application for industrial design or petition, the user may obtain the 2nd copy of the receipt of the registration application submission. To this end, after being authenticated by the system, the user must enter the GRU number used and click "next", as if her or she was going to complete a new form.

The same screen that opened when the user finished sending shall appear, allowing the download of the file. It should be pointed out that the 2nd copy of the registration application submission shall only be provided if the authenticated user is the actual applicant, a proxy of the user, or a proxy of the office contracted.

3.6 Paper petition

The request, the descriptive report, the claims and the drawings or photos, when involving a paper form, must be submitted in duplicate, with one to be returned to the depositor in the protocol act and the other for the use of the INPI.

On the paper form, the sheets of the descriptive report, the claims and the drawings or photos must be submitted on paper which is flexible, resistant, white, plain, not shiny, with dimensions of 297mm x 210mm (template DIN A-4), solely used on one side, without being crumpled, torn or folded.

When the deposit document or petition are submitted by post, an additional envelope must also be sent, addressed and bearing a stamp, for the return of any additional copies by post, without the INPI bearing any liability for any lost items.

In the absence of an addressed envelope bearing a stamp, the additional copy shall be made available to the depositor at the registered office of the INPI in Rio de Janeiro, in the Protocol and Dispatch Section - SEPEX, for a term of sixty days. After this time period, the additional copy of the user shall be thrown away.

3.6.1 Completion of the paper form

The first step for depositing the registration application for industrial design on paper is to access the correct form in the Forms' section. The certainty that the user has the correct form in his or her possession can be established by referring to the title on the page header, right below the protocol fields and DI number.

It is extremely important for the deposit to be made using the correct form since the relevant information for each directorate is different. This being the case, any deposit made on a form of another directorate may omit data which is crucial for the registration application for industrial design.

The diagram shows a form header layout. It consists of two dashed rectangular boxes side-by-side, separated by a vertical line. The left box is labeled 'Protocolo (22)' and the right box is labeled 'Nº DI (21)'. Below these boxes is a solid rectangular box containing the text 'DEPÓSITO DE PEDIDO DE REGISTRO DE DESENHO INDUSTRIAL'.

Applicant

The applicant is the holder of the rights bestowed by registration and is not necessarily the actual author of the object. If there

is more than one applicant, just mark the field "continues on attached sheet" and list on another sheet the same information from field 1 of the form for the other applicant(s). The correct, up-to-date completion of the information contributes to the data bank of the INPI remaining as sound and consistent as possible.

Ao Instituto Nacional da Propriedade Industrial.

O requerente solicita a concessão do registro de desenho industrial nas condições abaixo indicadas:

1. Depositante			
1.1 Nome (71):			
1.2 Nacionalidade:	1.3 Qualificação:		
1.4 CPF/CNPJ (se houver):			
1.5 Endereço:		Bairro:	
Cidade:	Estado:	CEP:	País:
1.6 Telefone: ()			
Fax: ()			
E-mail:			

continua em folha anexa

Title

This field shows two items. Completion of the first of them, "2.1 Title", is compulsory in all deposits of registration application for industrial designs.

The application title must indicate the object of registration in a brief, clear and concise manner, without using any irrelevant or unnecessary expressions or words or which denote advantages, technical specifications or merely qualifying characteristics.

In the case of registration applications for three-dimensional industrial designs, the title must start with the expression "Configuration applied to/in..." and it should indicate the object represented in the drawings or photos. e.g.: Configuration applied to shaver.

In the case of registration applications for two-dimensional industrial designs, the title must start with the expression "Ornamental pattern applied to/in..." and it should indicate the product that will receive the pattern represented in the drawings or photos. e.g.: Ornamental pattern applied to packaging.

The second item, "2.2 Divided application", is used for deposits generated from a technical demand. In other words, the delimitation of item 2.2 is circumstantial and it must be complemented by the number of the application being required (the initial application).

2. Título do Registro			
2.1 Título:			
2.2 <input type="checkbox"/> Pedido Dividido: DI:			

continua em folha anexa

Field of application

The indication of the field of application in the application for registration is compulsory. The purpose of the field of application is to clarify which market segment the industrial design belongs to, describing its field of application. The field of application must preferably be completed in accordance with the International Locarno Classification. This classification is not restrictive, in other words, the form may not be reproduced in any other object, irrespective of the classification it has been assigned.

3. Campo de Aplicação

continua em folha anexa

Union priority right

With a view to exclusive operation, a depositor may request the registration of the same object in several countries, within the term of 6 months from the time of the first deposit. The priority claim indicates the existence of prior foreign deposits and it guarantees the use of the oldest date for the purposes of the prior art examination, provided that the documentary evidence has been submitted within no more than 90 days after the national deposit. The user must indicate the priority document at the time of the deposit on the application form in order to exercise the right (Art. 16, parag. 3 of the LPI.).

The applicant must indicate whether he or she wishes to claim priority or not in field 4.1. If affirmative, the user must complement this with data pertaining to the country of origin, the number and date of deposit of the priority. It is important to note that the priority document must be submitted along with the deposit or by means of a petition within 90 (ninety) days from the deposit of the application.

4. Prioridade

4.1 O depositante reivindica prioridades de Depósito? sim não

Pais ou Organização de Origem	Número do Depósito (transcrever exatamente o nº que consta na prioridade)	Data do Depósito

continua em folha anexa

Confidentiality of the application

The confidentiality of the registration application for an

industrial design ensures that it will be made available for technical analysis only 180 days after its deposit, maintaining its protocol date confidentiality.

Within 180 days, publication is made: of the notification of deposit of the application in secrecy (clearance code 32); of preliminary demands (clearance code 30); and non-existences (clearance code 33.1). These publications make public only bibliographical data and information about the admissibility of the application, with no mention being made of the matter deposited.

Irrespective of whether the application is confidential or not, the term for compliance in the event of publication of preliminary demands (clearance code 30) is only 5 (five) calendar days. Failure to comply with this demand shall render the application null and void. It is thus very important, even if confidentiality is required, to monitor the RPI on a weekly basis.

Examinations and publications pertaining to the object of the application shall be carried out only once the confidentiality period has ended.

The confidentiality requirement is not automatic and it must be requested, accompanied by a specific charge (code 102 of the Fee Table), in accordance with the interest of the depositor. When marking the request for confidentiality on the form, the applicant must have the respective, valid and paid up GRU and must attach it to the application to relate the confidentiality form to the deposit one.

5. Sigilo do Pedido

5.1 Requer sigilo do pedido na forma do §1º do art. 106 da LPI? sim não

Author

The author is the party responsible for the creation of the work. He or she is not necessarily the depositor of the application, as he or she may assign or transfer his or her property rights to another natural person or legal person. Even in the event of an assignment or transfer, it is compulsory to state on the form the name and qualification of the author, who must necessarily be a Natural person.

If there is more than one author, just mark the field "continues on attached sheet" and list on another sheet the same information as field 6 of the form for the other author(s).

If the non-disclosure of his name is in the interest of the author,

this must be requested at the time of filling in the form, marking "yes" in the box of field 6.1.

A document in a sealed envelope signed by the depositor must be submitted, stating the appointment and qualification of the author and also a declaration by the author himself requesting the non-disclosure of his name.

The template to be used for the declaration of "request for non-disclosure of the author's name" is available at the INPI portal in the industrial design forms' section.

We should stress that if there is more than one author, the request for non-disclosure must be carried out in an individualized manner. In other words, for each author, must be sent a document of the depositor appointing and qualifying the author and a declaration by the author requesting the non-disclosure of his name. Template at the INPI portal.

6. Autor (es)	
6.1	Requer a não divulgação de seu(s) nome(s) de acordo com o art. 6º § 4º da LPI? (vide procedimento conforme item 1.1 do Ato Normativo nº161/2002) <input type="checkbox"/> sim <input type="checkbox"/> não
6.2	Nome (71):
6.3	Nacionalidade:
6.4	Qualificação:
6.5	CPF/CNPJ (se houver):
6.6	Endereço:
	Cidade: Estado: CEP: Bairro: País:
6.7	Telefone: ()
	Fax: ()
	E-mail:

continua em folha anexa

Declaration of simple translation

The priority claim must be proven by means of an original document, accompanied by a simple translation. This simple translation may be replaced by filling in field 7 of the form, whereby it is declared that the data identifying the original application are identical to the data entered on the deposit form. The declaration may also be provided on an attached sheet.

7. Declaração na forma do item 3.2 do ato Normativo nº161/02 (relativa à tradução simples da prioridade)

continua em folha anexa

Declaration of previous disclosure

The field "Declaration as to non-prejudicial prior disclosure" must

only be completed if the subject matter deposited gives rise to the timeframe foreseen in parag. 3 of art. 96 of the LPI which consists of the right to deposit the application within up to 180 days, calculated from the first disclosure of the required object.

8. Declaração de divulgação anterior não prejudicial (art. 96 § 3º da LPI – Período de Graça)

continua em folha anexa

Proxy

When the party concerned makes the deposit of the registration application through a proxy, the power of attorney ~~instrument~~, in the form and under the terms set out in art. 216 of the LPI, must be submitted in the act of protocol of the application or petition or within up to 60 (sixty) days after the first act of the party in the process, irrespective of any notification or requirement. For anyone domiciled abroad, it is compulsory to designate and maintain a proxy in Brazil empowered to represent them administratively and judicially, and to receive any legal summonses.

Attached documents

In this field it is necessary to discriminate the documents attached to the form and the number of sheets of each of them.

10. Documentos anexados (assinalar e indicar o número de folhas correspondente a uma via do documento)

Apresenta:		Nº folhas
<input type="checkbox"/>	Guia de Recolhimento <input type="checkbox"/> pessoa física <input type="checkbox"/> pessoa jurídica	
<input type="checkbox"/>	Procuração	
<input type="checkbox"/>	Documento de Prioridade	
<input type="checkbox"/>	Relatório Descritivo	
<input type="checkbox"/>	Reivindicação	
<input type="checkbox"/>	Desenhos ou Fotografias em preto e branco	
<input type="checkbox"/>	Desenhos ou Fotografias em cores	
<input type="checkbox"/>	Outros (especificar):	
	Total de folhas anexadas	

Declaration of truth

Completion of this field consists of an indication of the place and date and signing of the application.

11. Declaro, sob penas da lei, que todas as informações acima prestadas são completas e verdadeiras.

Local e Data

Assinatura e Carimbo
(procurador ou depositante)

3.7 Explanatory tables pertaining to the petitions

The table below is made up of the following information:

- a) Service and attendant code: description of the service and of the attendant code to be indicated by the user in the environment in the act of issuance of the GRU. Thus, the user may access the service both through its description, or its code.
- b) Application of the service: a short explanation about what each selected service applies to.
- c) Compulsory annexes: description of the documents that have to be sent, without which the user shall not be able to continue completing/sending the petition form. In the meantime, for all cases, even those pertaining to services for which there is (are) no compulsory annex(es), there are standardized categories of annexes which may possibly be sent.

Service and attendant code	to which it applies	Compulsory annexes
103 - Application for registration examination granted with regard to novelty and originality	Service pertaining to the request for an examination based upon merit of the object of registration with regard to the aspects of novelty and originality, in the form of article 111 of Act no. 9,279/1996. The service may only be requested after granting of the registration by the holder.	Without any compulsory annex
104 - Compliance with demand	Service pertaining to compliance with demand	At least one annex is

deriving from formal examination	deriving from formal examination in accordance with the provisions of article 103 of Act no. 9,279/1996, with a view to formal non-consideration of art. 101 of said act, but containing sufficient data about the depositor, the industrial design and the author. If the formal demand is not met within 5 (five) days, the application shall be regarded as non-existent.	required for this type of request (content of the compliance with demand made)
105 - Compliance with formal demand (technical demand)	Service pertaining to compliance with the demand made when not meeting the provisions of articles 101 and 104, in accordance with article 106, parag. 3 of Act no. 9,279/1996. In the event of non-compliance within 60 (sixty) days, the registration application for industrial design shall be permanently shelved.	At least one annex is required for this type of request (content of the compliance with the demand)
106 - Industrial design appeal (ID)	Service pertaining to the bringing of appeal, in accordance with that foreseen in articles 212 to 215 of Act no. 9,279/1996 in view of the administrative decisions looked at in said act.	Reasons/Clarifications
107 - Industrial design (ID) invalidity	Service pertaining to the request for instigation of an administrative process pertaining to invalidity by a legitimately interested third party when the registration has been granted with an	Reasons/Clarifications

	infringement of arts. 94 to 98 of Act no. 9,279/1996 within 5 (five) years as from the granting of the registration in the form of art. 113, heading and parag. 1 of Act no. 9,279/1996.	
108 - Submission or challenge to registration of industrial design (ID)	Service pertaining to the bringing of a challenge/submission within 60 (sixty) days after publication of the instigation of an administrative process regarding the invalidity of the industrial design registration or the publication of a summons for the holder and applicant to make a statement, in the form set out in art. 114 and 115 of Act no. 9,279/1996, respectively.	Reasons/Clarifications
113 - Alteration to the name, business name, registered office and/or address	Service pertaining to the alterations made to the bibliographical data of the holder (name, business name, registered office and/or address) in the form of arts. 59, III and 121 of Act no. 9,279/1996.	Change document
114 - Annotation for change in holder	Service pertaining to the request for the annotation of a change in holder by means of total or partial assignment in the form of arts. 58, 59 and 121 of Act no. 9,279/1996. The annotation of inclusion or exclusion of co-holders or	Assignment document

	<p>applicants for registrations or applications for registration of industrial design must be carried out by means of a petition for transfer of ownership.</p>	
<p>115 - Certificate for acts pertaining to the processes</p>	<p>Service pertaining to request for certificate of acts relating to procedural progress. Document setting out information about the deposit, title, the depositor of the application, publications in the RPI and payments, bringing or otherwise of administrative invalidity process, existence of judicial action, transfer of ownership and annotations.</p>	<p>Without any compulsory annex</p>
<p>116 - Certificate for search by holder</p>	<p>Service pertaining to the request for a search for processes, under the ownership of the natural person or legal person, informing the bibliographical data and respective publications at the RPI, of the applications and registrations in the name of their holder.</p>	<p>Clarification (including the name/business name and CPF/CNPJ to be searched)</p>
<p>118 - Official copy for the purposes of a priority right claim</p>	<p>Service pertaining to the issuance of an official copy requested solely by the holder for the purposes of a priority right claim.</p>	<p>Without any compulsory annex</p>
<p>121 - Application for deadline extension owing to impediment of the party</p>	<p>Service pertaining to a request for a deadline extension owing to the impediment of the party concerned provided that this</p>	<p>Justification</p>

concerned	<p>is for a justified reason. A justified reason is taken to mean any unforeseen event outside the control of the party and which prevented it from carrying out the act in accordance with art. 221, parag. 1 of Act no. 9,279/1996 and art. 2 of the INPI/PR Resolution no. 178/2017. The application for the deadline extension, which shall be analyzed by the INPI, must be requested by means of a petition, within the timeframe foreseen in Act no. 9,279/1996 for practicing the act for which said extension is requested or within up to 5 (five) days after cessation of the justified reason.</p>	
122 - Application for deadline extension owing to failure of the INPI	<p>Service pertaining to the application for a deadline extension owing to a failure or non-compliance by the INPI, with a request for a photocopy (of those procedural documents required to justify any of the acts foreseen in Act no. 9,279/1996), as well as by dint of the technical unavailability of the electronic request systems. The request must be made during the validity of the timeframe foreseen in said law for carrying out the act for whose deadline an</p>	Justification

	extension has been requested, subject to preclusion. In order to consider there to have been a justified reason, the delay in assistance by the INPI must be greater than 10 (ten) days, as from the protocol date of the request for a photocopy, in accordance with art. 3, 4 and 5 of IN-PI/PR no. 178/2017.	
123 - Abandonment, withdrawal or waiver	Service pertaining to the request for withdrawal or abandonment of an application or waiver of the industrial design registration. Withdrawal applies to applications in which there is a request for confidentiality, in accordance with the stipulations of art. 105 of Act no. 9,279/1996. Abandonment may be requested for applications that do not fall under the previous case and which have not been granted yet. Waivers apply to registrations already granted in accordance with art. 119 of said law.	Without any compulsory annex
124 - Proof of collection of fee	Service pertaining to the submission of proof of collection of charge, collected previously.	
125 - Service pertaining to a request for documents in general when	Submission of priority	Priority
	Submission of power of attorney /Name - Appointment of proxy	Power of attorney

there are no specific services foreseen, such as the submission of a power of attorney, a union priority right, declarations and clarifications, inter alia.	Registration corrections	Reasons/Clarifications/Inclusion or exclusion of author
	Assignment/Translation Documents	Assignment/Translation
	Clarification	Reasons/Clarifications
	Modification to figures/designs	At least one annex is required for this type of request (drawings or photos and, where applicable, report and claims). When involving drawings or photos of the industrial design, the initial configuration, revealed in the deposit document, must not be changed.
	Removal of proxy	Without any compulsory annex
126 - Request for error correction by the INPI	Service pertaining to error correction when it has been committed by the INPI	Reasons/Clarifications
133 - Abandonment of petition	Service pertaining to the abandonment of a given request which has already been protocolised	Reasons/Clarifications

3.8 Additional guidelines with regard to annexes

3.8.1 Descriptive report

In those cases in which there is an omission of views or the submission of merely illustrative figures, the descriptive report constitutes a compulsory registration application document. The report must include declarations that clarify the scope of the protection to be bestowed upon the industrial design requested in accordance with the template available in the Templates section.

The report must present the list of drawings or photos of the application, correctly relating the numbering of the figures and the views represented, in accordance with item 5.9 Analysis of the caption to the figures.

The sheets of the descriptive report must set out the text with double spacing, in black, within margins of at least 3 cm, on white sheets in A4 format, sequentially numbered in the center of the upper margin, indicating the sheet number and the total number of sheets, separated by an oblique stroke. Example: 1/2, 2/2.

The descriptive report must contain only text, not including elements such as moldings, delimiting lines, markings, logos, stamps, watermarks, initials, signatures and any others of a similar nature.

In those cases in which the descriptive report is not compulsory, any documents attached for this purpose and which do not conform to the descriptive report template (available in the Templates section) shall not be included on the registration certificate.

3.8.1.1 Declaration pertaining to the scope of the figures

The descriptive report must include the declaration pertaining to the scope of the industrial design claimed in the figures.

a) if the registration application for an industrial design refers to the ornamental plastic form of an object and includes merely illustrative images, under the terms of item 5.5.4 Merely illustrative elements, the descriptive report must include, after the list of figures, the following declaration:

The figures (specify merely illustrative figures) are merely illustrative and do not form part of the protective scope of this industrial design registration.

b) If the industrial design application refers to the ornamental set of lines and colors applied to a product, under the terms of item 5.5 Analysis of drawings or photos, the descriptive report

must include, after the list of figures, the following declaration:
The protective scope of this industrial design registration does not include the plastic form of the object to which the ornamental pattern shall be applied.

3.8.1.2 Declaration pertaining to the omission of views

The descriptive report must include the declaration of any omission of views in the set of figures of the registration application.

a) If the industrial design registration application refers to the object or product endowed with symmetrical or mirrored views under the terms of item 5.5 Analysis of drawings or photos, the descriptive report must include, after the list of figures, the following declaration:

The view (specify: lateral, upper, lower etc.) was omitted as it was (specify: mirrored or symmetrical) to the figure (specify the figure).

b) If the industrial design registration application refers to the plane ornamental set of lines and colors under the terms of item 5.5 Analysis of drawings or photos, the descriptive report must include, after the list of figures, the following declaration:

The view of the ornamental pattern applied to the object were omitted.

3.8.2 Claim

In those cases in which there is an omission of views or the presentation of merely illustrative figures, the claim constitutes a compulsory document of the registration application and it must conform to the template available in the Templates section.

The claim sheet must set out the text with double spacing, in black, within margins of at least 3 cm, on white sheets in A4 format, numbered in the center of the upper margin, indicating the sheet number and the total number of sheets, separated by an oblique stroke. Example: 1/1.

The claim must contain only text, not including elements such as moldings, delimiting lines, markings, logos, stamps, watermarks, initials, signatures and any others of a similar nature.

In those cases in which the claim is not compulsory, any documents attached for this purpose and which do not conform to the claim template (available in the Templates section) shall not be included on the registration certificate.

3.8.3 Drawings or photos

Each drawing or photo must be submitted on a sheet, individually, with appropriate dimensions, sufficient clarity and graphic resolution for a full understanding of the industrial design requested, observing a minimum of 300 dpi.

The drawings or photos must be presented within margins of at least 3 cm, on white sheets in A4 format, sequentially numbered in the center of the upper margin, indicating the sheet number and the total number of sheets, separated by an oblique stroke. Example: 1/7, 2/7, 3/7, 4/7, 5/7, 6/7 and 7/7.

In applications for the registration of an ornamental set of lines and colors applied to a product (two-dimensional industrial design), the figures must present the ornamental pattern applied in the views of the product described in the application title. The representation of the product in these figures must follow the provisions of item 5.5 Analysis of drawings or photos.

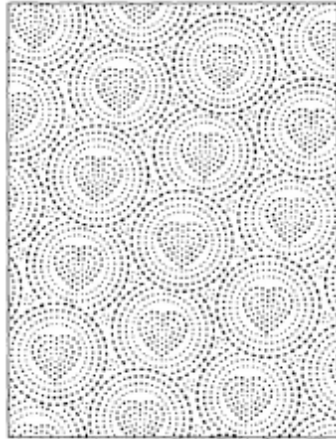


Ref.: DI 7102778-5.

Ornamental pattern applied to teacup.

Example of two-dimensional industrial design applied to a product.

By way of exception, the depositor is entitled to only submit the plan view of the ornamental pattern requested. In this case, the presentation of the views of the product described in the application title is not required. The representation of the ornamental pattern must follow the provisions of item 5.5 Analysis of drawings or photos.



Ref.: DI 7103624-5.

Ornamental pattern applied on absorbent paper.
Example of plane two-dimensional industrial design.

In applications for the registration of an ornamental plastic form applied to an object (three-dimensional industrial design), the figures must present the configuration applied to all the views of the object described in the application title. The figures must solely reveal the external configuration of the object mounted, in consistent fashion, in all the views (front, rear, lateral, lower and upper views and perspective). The representation of the ornamental plastic form of the object must follow the provisions of item 5.5 Analysis of drawings or photos.

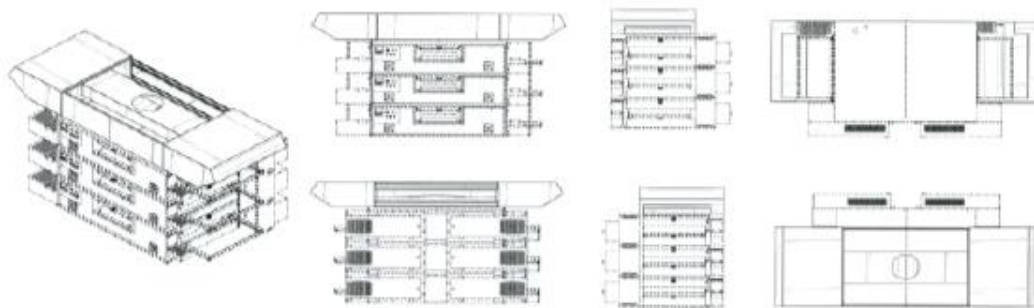


Ref.: BR 30 2015 005780-7

Configuration applied to/in sandal.
Example of three-dimensional industrial design.

As a rule, only the industrial design requested must be represented; however, in complementary fashion, merely illustrative figures may be included in additional drawings or photos, provided that they

are used to put the object into context, under the terms of item 5.5.4 Merely illustrative elements and are identified as such, in accordance with item 3.8.1.1 Declaration pertaining to the scope of the figures.



Ref.: BR 30 2015 000082-1

Configuration applied to/in hood.

Example of merely illustrative images.

The drawings or photos must be numbered sequentially using a two-digit pattern. If the application only contains one industrial design, the numbering must be: Fig. 1.1, Fig. 1.2, Fig. 1.3, Fig. 1.4, Fig. 1.5, Fig. 1.6, Fig. 1.7.

If there is more than one industrial design in the application, one whole number must be added to the first digit of the numbering for each configuration variation. Examples:

For the plastic form of three-dimensional objects and ornamental patterns applied to three-dimensional products:

1st configuration variation: Fig. 1.1, Fig. 1.2, Fig. 1.3, Fig. 1.4, Fig. 1.5, Fig. 1.6, Fig. 1.7.

2nd configuration variation: Fig. 2.1, Fig. 2.2, Fig. 2.3, Fig. 2.4, Fig. 2.5, Fig. 2.6, Fig. 2.7.

3rd configuration variation: Fig. 3.1, Fig. 3.2, Fig. 3.3, Fig. 3.4, Fig. 3.5, Fig. 3.6, Fig. 3.7.

For plane ornamental patterns:

1st configuration variation: Fig. 1.1.

2nd configuration variation: Fig. 2.1.

3rd configuration variation: Fig. 3.1.

3.9 Services not requiring any petition

As regards any service that can be identified and dealt solely with the information pertaining to the payment of the corresponding fee - automatically extracted from the GRU issuance module - the completion of the electronic form shall not be required.

Hence, the services set out in the table below shall not need to be protocolised by means of a petition and the correct selection and payment of the service desired by the user shall suffice in the act of issuance of the GRU (see items 3.3 Issuance of the GRU and 3.4 Payment of the GRU of this manual).

Code	Description of the Service
117	Issuance of copy of industrial design registration certificate
129	Second five-year period in the ordinary timeframe
130	Second five-year period in the extraordinary timeframe
131	Renewal of industrial design registration in the ordinary timeframe (extension + five-year period)
132	Renewal of industrial design registration in the extraordinary timeframe (extension + five-year period)

Owing to the greater convenience and security for the user, for those services which do not require any petition, a functionality is provided within the GRU issuance module: the receipt for payment of GRU not requiring any petition, in accordance with the figure below. Through this receipt, the user, duly identified in our systems, may have access to the receipts for the requests made regarding services which do not require any form completion, provided that the respective payment has already been reconciled by the bank.

Guia de Recolhimento da União - GRU

[[Recibo](#) | [Termo de Adesão](#) | [Alterar Senha](#) | [Perguntas Frequentes](#) | [Tabela de Serviços](#) | [Finalizar Sessão](#)]

By clicking "Receipt", in accordance with the figure above, the user shall have access to the field for selection of the number of the GRU paid with regard to the service directed to the INPI, as set out in the figure below.



Only GRUs with payment confirmation informed by the bank shall have any receipts available. In general, payment is confirmed on the day subsequent to offsetting. However, this may occur in up to five days after payment.

After selecting the GRU pertaining to the service which does not require any petition, the user can view and print its receipt which shall contain:

- the protocol number;

- the applicant data;
- the data of the revenue collection document (GRU);
- description of the service requested;
- data of the proxy's office if the service has not been dealt with by the actual party concerned; and
- identification of the application or registration of industrial design with which the service may be associated.

3.10 Process tracking

The process shall go through various stages which may require the user to send new documents. So as not to miss the deadlines, it is important for the user to monitor the progress of the application in the following ways:

- Consultation of the Industrial Property Magazine: published on Tuesdays, the RPI constitutes the official media of the INPI.
- Access to search: using this tool, the user may select its process and include it in the functionality "My applications", a system which notifies by e-mail when there is any movement, only after the first publication. This is an additional service provided by the INPI and it does not substitute consultation of the RPI.

3.10.1 Tracking processes via the RPI

After sending the electronic form pertaining to the application for industrial design registration, this shall be submitted to a formal examination and, if there is no formal demand, it shall have a deposit notification published in the RPI.

If there is any formal demand, this shall be published in the Announcements' section of the RPI in PDF format. The user will have up to 5 (five) days to comply with it, calculated as from the first business day subsequent to the date of said publication, failing which the registration application shall be regarded as non-existent.

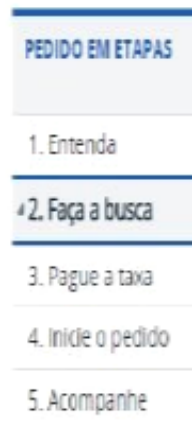
The tracking of the registration application or the registration must be carried out using the process number in consultation with the RPI, available free-of-charge at the INPI portal. A new edition is provided every week.

3.10.2 Search on the industrial design base

The tracking of the application or registration of industrial design by carrying out a search on the base provided at the INPI portal represents a mere tracking instrument, not having any official

nature. The official tracking vehicle, whereby the INPI publicizes its acts, is the RPI.

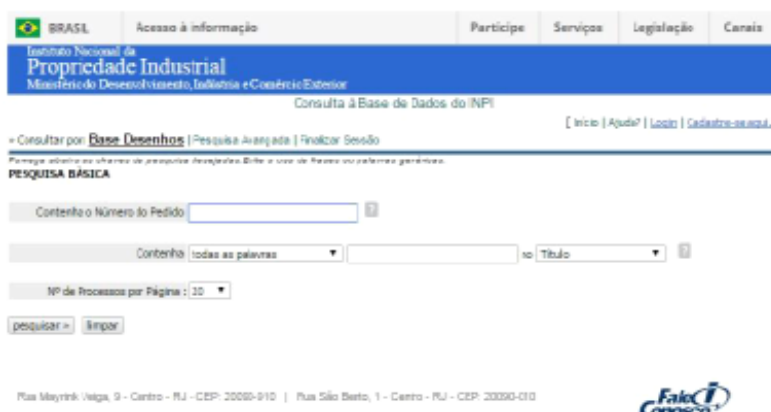
Only applications will be available for consultation which have already passed the formal examination stage and which have been notified at the RPI. To carry out a search on the portal data base, the user must have the number of the application or registration for which it wishes to carry out the search and click the link "Carry out the search" which is on the left-hand side of the Portal:



Enter with a login and password or carry on anonymously by pressing the "continue" button:



Once on the design base, carry out the search based on the desired parameters:



4 Formal examination

Procedures for the formal examination of applications and petitions, guidelines for formulating and complying with the demands and clearances applicable.

4.1 What is the formal examination

The formal examination includes the verification of the data and documents set out in the registration application, in order to verify its conformity. At this stage, the items below are evaluated, following the guidelines presented.

It is important to remember that any formal demand is published in the RPI and, in accordance with art. 103 of the LPI must be complied with in 5 (five) days, failing which the application will be deemed to be non-existent. Thus, it is essential to monitor the registration application for industrial design through the publications in the Industrial Property Magazine, made available electronically at the INPI portal.

4.2 Formal examination procedures

4.2.1 Protocol data

In those applications protocolised on paper, it shall be checked whether the process number and the deposit date and time data match those which are on the form submitted by the applicant. Any inconsistency of information will give rise to the drawing up and publication of a formal demand.

The generation of the Brazilian Federal Revenue collection slip (GRU) is the total liability of the user. The non-confirmation of payment or payment subsequent to the application protocol will entail the publication of the non-existence of the registration application and the lack of knowledge of the petition.

The legal status (person), defined by the user at the time of registration on the e-INPI system is who will determine the contribution amounts of each applicant vis-à-vis INPI. Completion in line with the legal status, as well as the permanent updating of this registration item, is the total responsibility of the user. For the values below of the fee pertaining to the legal status completed in the depositor field, the publication shall be carried out of the formal demand to complement the fee.

In the event of multiple depositors, with different legal natures, the GRU must be in the name of that party whose legal nature does

not bring any advantage in terms of discounts introduced by INPI/PR Resolution no. 274/2011, in other words, the payment must be made bearing in mind the complete value of the fee. As regards those situations not in accordance with this guideline, the publication shall be carried out of the formal demand to complement the fee.

The nature of the numbering of a registration application for industrial design is carried out in line with the data inserted in the GRU. The choice as regards the nature of the GRU (registration application for industrial design or divided application) is the total responsibility of the user. Any exchange, at the time of the generation of the GRU, that results in a registration application for an industrial design with incorrect numbering (e.g.: BR30 instead of BR32) will have to be notified to the body via a request for clarification. By way of notification, the body shall proceed with the publication of the application renumbering.

The protocol for a divided application without the proper legal grounds, to wit, the requirement for division of the application, shall give rise to its non-knowledge owing to a lack of any legal basis, in view of the provisions of section II, article 219 of the LPI.

The rules for registration at the GRU site are set out in the acceptance form of the e-INPI system. In this way, multiple applicants will not be accepted in the same GRU as the registration is individual. Any failure to comply with this guideline shall give rise to the publication of the formal demand for adjustment in the registration of the GRU and the submission, via a specific petition (GRU 104 - Compliance with Formal Demand), of the data of the other depositors.

Any applications and petitions sent by post, without the necessary fee, shall also be returned to the applicant by post with a memorandum of understanding about the impossibility of any protocol for the application or petition, bearing in mind the lack of compliance with the cost requirements of the service. There shall be no publication in view of the fact that the process failed to comply with the formal procedures for its admissibility.

4.2.2 Applicant data

The depositor data shall be conferred. The full civil identification of the depositor is compulsory. Failure to observe this guideline shall give rise to the publication of a formal demand.

4.2.3 Title

The application title must be informed only in the petition and it must match the nature of the industrial design claimed.

In the case of registration applications for three-dimensional industrial designs, the title must start with the expression "Configuration applied to/in..." and it should indicate the object represented in the drawings or photos. e.g.: Configuration applied to shaver.

In the case of registration applications for two-dimensional industrial designs, the title must start with the expression "Ornamental pattern applied to/in..." and it should indicate the product that will receive the pattern represented in the drawings or photos. e.g.: Ornamental pattern applied to packaging.

Any lack of a title in the application, titles of a conflictual nature (e.g.: ornamental pattern applied in applied configuration), those which were not started in the manner described in these guidelines (e.g.: layout introduced in) and those which only contain the indication of the object (e.g.: chair) shall give rise to the publication of a formal demand.

Titles which contain duplicated information (e.g.: configuration applied in configuration applied) shall be adapted ex officio at the time of the formal examination.

4.2.4 Sphere of application

Completion of the sphere of application of the industrial design in the registration application request is compulsory, in accordance with the International Locarno Classification.

Failure to complete the sphere of application in the application will give rise the publication of a formal demand.

4.2.5 Union Priority right

The Union priority right (PU) must be claimed at the time of filing, in accordance with the provisions of art. 99 c/c art. 16 parag. 1 of the LPI. Petitions shall not be considered which submit the documentary evidence of a priority which has not been claimed in the filing of the application.

From the filing date there is a timeframe of 90 days to submit the priority document containing the drawings or photos of the industrial design contained in the priority, the assignment (where applicable) and the uncertified translation (it may be declared on the form on paper/electronically or submitted in a separate section),

failing which there should be publication of a loss of priority. At the time of the formal examination, it shall be conferred whether the PU data match the data of the claim on the deposit form. If there is any divergence, for registration purposes in the system, the data set out in the priority document shall prevail.

Any documentary evidence protocolised without the drawings or photos of the industrial design shall be subject to a priority loss. Any documentary evidence protocolised without any pages of drawings or photos of the industrial design shall be subject to a priority loss.

Any documentary evidence protocolised incompletely, in other words, submitted with pages missing, shall be subject to a different demand for adaptation, to be complied with in 60 days, failing which there should be publication of the loss in priority in the event of non-compliance.

Any documentary evidence of the Union priority right submitted without suitable legibility conditions shall be subject to a different demand for their resubmission in accordance with the expected graphic resolution standard, to be complied with in 60 days, failing which there should be publication of the loss in the Union priority right in the event of non-compliance.

4.2.6 Application confidentiality

The request for confidentiality, in accordance with parag.1, art. 106 of the LPI, must be made in the act of deposit. The fee for the requested service shall be verified. The request for confidentiality, if not accompanied by the respective fee, shall give rise to publication of a formal demand.

If not requested in the act of deposit, any confidentiality requested at a later date shall not be considered and the charge made for the service shall not be returned.

For deposits enjoying confidentiality, it is necessary to withdraw the application within 90 days from the deposit, by means of a specific petition. It should be observed that in applications involving joint ownership, any requests for waiver must be signed by all the holders or carried out by a duly designated proxy, being duly empowered to represent all the applicants.

For applications enjoying confidentiality, the applicant may request the suspension of confidentiality and the continuity of the administrative procedure, by submitting petition 125 - Clarifications.

4.2.7 Author

The author, pursuant to art. 11 of Act no. 9,610, dated 19/02/98, is always a Natural person, and his data must be submitted in full. Failure to complete the "author" field on the paper form shall prevent the application protocol. If the reception of the INPI or the Regional body fail to understand the failure to complete the field, the registration application protocol shall be cancelled by the unit responsible for receiving the document.

Completion as a legal person or incomplete completion shall give rise to the publication of a formal demand for the indication of a natural person.

In those cases involving author confidentiality, a document signed by the depositor must be submitted stating the qualification of the author and also a declaration by the author himself requesting the non-disclosure of his name. The template for this type of request is available at the INPI portal. Failure to observe this guideline shall give rise to the publication of a formal demand.

Inclusion or exclusions of authors shall only be accepted when requested by the depositor, by means of signed verification, recognizing the individual as the author and requesting his inclusion on the application/registration. If this request is made after the grant, the request for a new certificate stating the new author must be sent after publication of the rectification.

4.2.8 Power of attorney

The timeframe for submitting a power of attorney is 60 days, calculated as from the deposit date, irrespective of any notification or demand.

When analyzing the power of attorney instrument, the following data shall be observed:

- a) information about the grantor and the grantee in the power of attorney;
- b) date of signature;
- c) signature;
- d) granting of powers for representation at the INPI;
- e) if the data of the power of attorney match the data of the application or the petition (the mandate instrument refers to the industrial design requested/the grantor is the applicant in the application or petition);
- f) powers of attorney are granted to receive court summonses (art.

217 of the LPI) in the case of a grantor domiciled abroad. Failure to observe the items shall give rise to the publication of a different demand, to be complied with within 60 (sixty) days. Instruments of power of attorney submitted without suitable legibility shall be subject to a different demand for its resubmission in accordance with the expected graphic resolution standard.

4.2.9 Descriptive report

The descriptive report must list the drawings or photos submitted, in accordance with the template in the Templates section.

The sheets of the descriptive report must set out the text with double spacing, in black, within margins of at least 3 cm, on white sheets in A4 format, sequentially numbered in the center of the upper margin, indicating the sheet number and the total number of sheets, separated by an oblique stroke. Example: 1/2, 2/2.

The descriptive report must contain only text, not including elements such as moldings, delimiting lines, markings, logos, stamps, watermarks, initials, signatures and any others of a similar nature.

Any descriptive reports submitted which do not comply with the guidelines of the second and third paragraphs of this item shall be subject to a formal demand for document correction.

4.2.10 Claim

The claim must be submitted on a single sheet and in accordance with the template in the Templates section.

The claim sheet must set out the text with double spacing, in black, within margins of at least 3 cm, on white sheets in A4 format, numbered in the center of the upper margin, indicating the sheet number and the total number of sheets, separated by an oblique stroke. 1/1.

The claim must contain only text, not including elements such as moldings, delimiting lines, markings, logos, stamps, watermarks, initials, signatures and any others of a similar nature.

The claim submitted which does not comply with the guidelines of the second and third paragraphs of this item shall give rise to the publication of a formal demand for document correction.

4.2.11 Drawings or photos

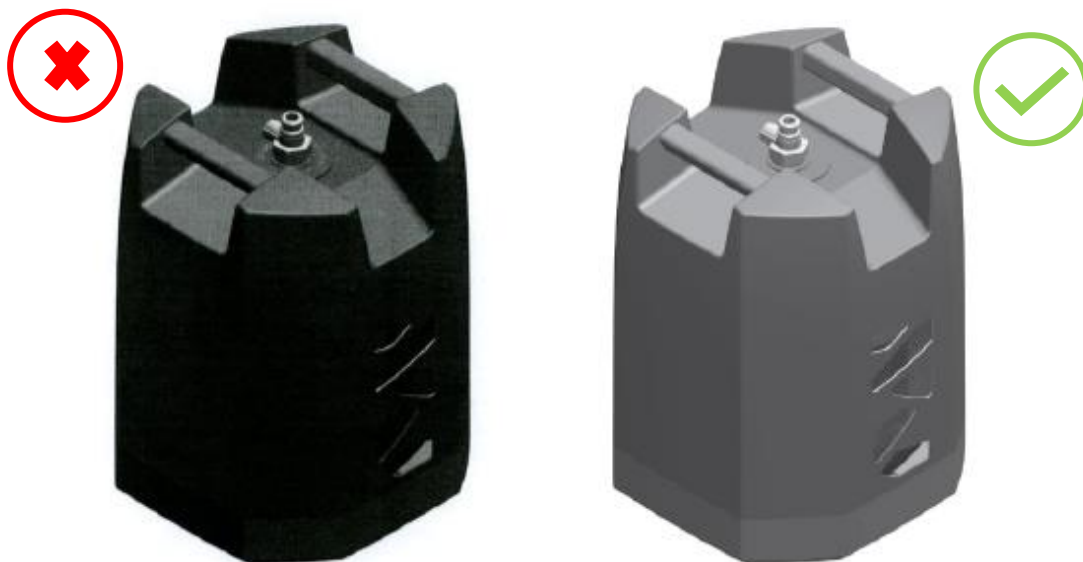
Drawings or photos are the most important elements of the

registration application and so they must be submitted in the act of deposit.

Upon formal examination, the application shall be regarded as non-existent if the absence of drawings or photos of the industrial design requested is observed, whether it has been protocolised on paper or electronically.

Each drawing or photo must be submitted on a sheet, individually, with sufficient appropriate dimensions, clarity and graphic resolution for a full understanding of the industrial design requested, observing a minimum of 300 dpi.

The submission of figures with low resolution or very small dimensions shall give rise to the publication of a formal demand for their correction.



Ref.: BR 30 2015 001462-8.

Configuration applied in recipient for gas.

The photo on the left has insufficient graphic resolution, making it impossible to ascertain the forms.

The drawings or photos must be presented within margins of at least 3 cm, on white sheets in A4 format, sequentially numbered in the center of the upper margin, indicating the sheet number and the total number of sheets, separated by an oblique stroke. Example: 1/7, 2/7, 3/7, 4/7, 5/7, 6/7 and 7/7.

Elements such as moldings, delimiting lines, trademarks, logos, watermarks, stamps, initials, signatures and other information of the same nature shall not be permitted on the sheets of drawings or photos.

disposed of.

If the registration application is made electronically, the annex containing the drawings or photos must not constitute a dynamic PDF (a format that allows a certain degree of interactivity with the content of the file, for example, the rotation or manipulation of the three-dimensional object represented). In the event of non-compliance, a formal demand shall be made.

4.2.12 Annexes

Irrespective of whether the application has been deposited on paper or electronically, it shall be verified whether the attached documents are legible and if that declared by the user on the form has really been attached to the application.

The documents must be clear and without erasures, otherwise a demand will be made. For applications submitted on paper, before any demand is made regarding legibility, the physical process shall be requested in order to verify any possible inaccuracy of the digitization.

4.3 Applicable clearances

Clearances	Title	Description
30	Demand - Art. 103 of the Industrial Property Act	Any application that fails to formally comply with the provisions of art. 101 of the LPI and/or any other provisions in terms of their form, having been accepted provisionally. Failure by the depositor to respond within 5 (five) days after this date shall result in the absence of the request.
31	Filing notification	Notification of filing of industrial design registration application. The application complies with the admissibility conditions foreseen in the LPI and moves on to the technical examination stage. This clearance does not generate the right to photocopies by third parties.
32	Notification of the deposit with	As confidentiality has been requested in the form of art. 106

	Confidentiality request	parag. 1 of the LPI, the processing of the application will be suspended for the term of 180 (one hundred and eighty) days. The depositor may request the withdrawal of the application within 90 (ninety) days after the deposit date. Withdrawal of the application without its having taken effect shall afford priority to the immediately subsequent deposit.
33	Application Withdrawn	Application withdrawn based on art. 105 of the LPI at the request of the depositor.
33.1	Non-existent Application	Application regarded as non-existent, in accordance with art. 103 of Act no. 9,279/1996, for failing to formally comply with the provisions of art. 101 of the same law.
34.2	Formal Examination of Compliance with the Technical Demand	Preliminary examination of petition for compliance with the technical demand. Conferral with regard to the submission, timeliness and payment.
35.1	Shelving of the petition	The petition is shelved. After this date there is a term of 60 (sixty) days for any appeal by the party concerned.
47	Petition Unknown	Petition submitted unknown pursuant to the provisions of arts. 218 or 219 of the LPI.
47.1	Petition prejudiced	Petition indicated is prejudiced in accordance with the additional information.
47.3	Petition Approved	Approval of the petition submitted.
47.5	Petition Rejected	Rejection of the petition submitted.
48	Petition	Petition suspended to await any

	Suspended	measures required for consideration thereof.
49	Loss in priority	Loss in priority claimed for failing to meet the provisions set out in art. 99 of the LPI.
51	Renumbering	Numbering altered for having been incorrectly numbered.
52	Numbering Cancelled	Registration number cancelled.
55	Various Demands	Demand made for or compliance with the legal provisions within 60 (sixty) days of this date.
65	Abandonment Approved	Abandonment approved of the registration application or of the petition pertaining to industrial design, based on art. 51 of Act no. 9,784/1999 (Administrative Procedure Act).
70	Publication Cancelled	Publication cancelled as it was incorrect, in accordance with that stated in the additional information.
71	Cleared dispatch	Annulled the dispatch as it was incorrect, in accordance with that stated in the additional information.
73	Rectification	Rectification of the publication of any of the previous items as it was carried out incorrectly. Said publication does not entail any alteration to the date of the decision or dispatch and the timeframes deriving from it.
74	Republication	Republication as it was incorrect, in accordance with that stated in the additional information.

5 Technical examination

In the technical examination, the conformity of the industrial design registration application with the provisions of arts. 100, 101 and 104 of the Industrial Property Act is analyzed. At this stage of the examination, those matters pertaining to the formal examination will not be subject to analysis.

5.1 Analysis of the Union priority right document

At the technical examination stage, in line with the guidelines set out in Note no. 0044-2016-AGU.PGF.PFE.INPI.COOPI-DJT-1.0, it shall be analyzed whether the industrial design claimed in the registration application fully matches that represented in the drawings or photos of the Union priority right document. This match will be verified in terms of the subject matter claimed in the figures.

During the technical examination, if there are any discrepancies between the deposit and priority documents, a demand shall be made for Union priority right document corresponding to the industrial design deposited in Brazil to be submitted. Lack of evidence shall give rise to the publication of the loss in Union priority right. An appeal may be made against the loss in Union priority right decision within 60 days after its publication. The lodging of an appeal will give rise to the suspension of the application until publication of the decision. The technical examination of the application will continue normally after the end of the suspension. Maintenance of the priority right date shall occur in accordance with the provisions of item 5.1.1 Terms for maintenance of the Union priority right date.

5.1.1 Terms for maintenance of the Union priority right date

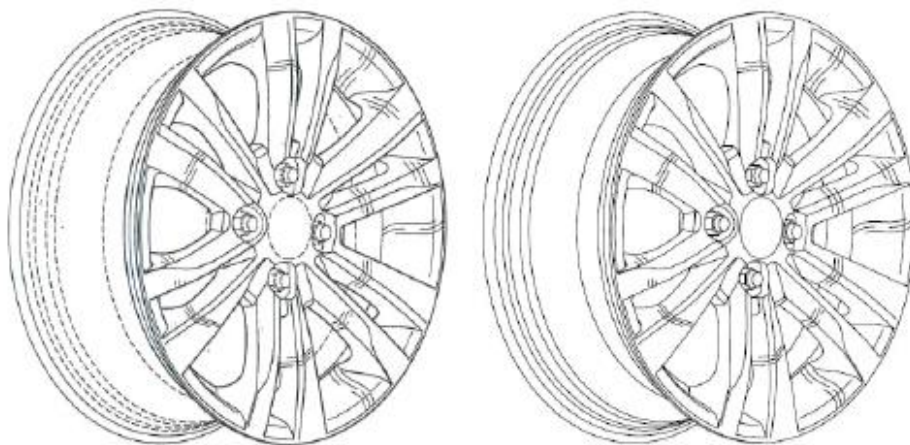
If the low quality of the priority figures does not allow the ascertainment of correspondence with the national application, a technical demand shall be made so that the priority document is resubmitted with better graphic quality. Impossibility to ascertain the figures shall give rise to the publication of the loss in Union priority right.

In the event that the application refers to an industrial design which cannot be registered in light of art. 100 of the LPI, it shall be rejected, in accordance with art. 106, parag. 4 of said law. Should there be any doubt about registrability, under article 100, a demand may be made under the terms of item 5.3 Analysis of non-

registrable industrial designs.

Any application to register a three-dimensional object must claim the full configuration of the object of the union priority right. The plastic form claimed must persist as an object. As regards photos, the object must be completely revealed in the images. As regards drawings, the object must be completely revealed in continuous lines. If an object has unclaimed elements (e.g.: dotted lines) in the Union priority right, they must be included in the claim for the object in the national application (e.g. Continuous lines), configuring an object that persists per se.

Any application to register a three-dimensional object whose configuration has not been completely claimed in the figures shall give rise to the drawing up of a demand. All dotted lines going to make up the object, in the case of a drawing, must be filled in. In the case of a photo, the form of the object must be submitted in a clear and integral manner, without any graphic representation resources such as blurring, masking and shading, inter alia.



Ref.: BR 30 2016 000635-0.

Configuration applied to vehicle wheel.

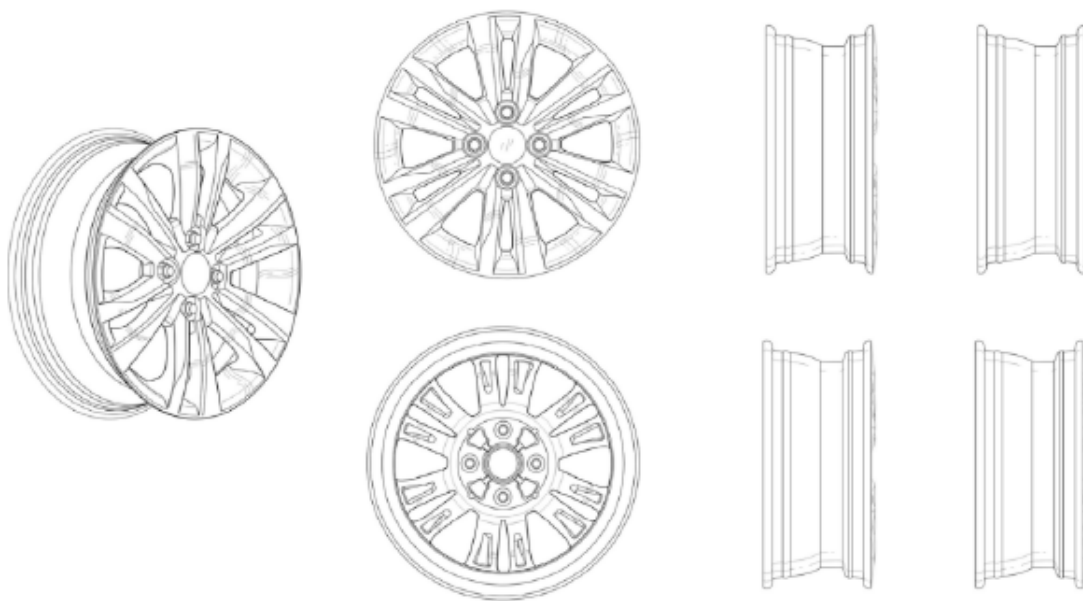
The dotted lines of the priority drawing (on the left) represent an indissociable part of the wheel configuration, in such a way that their completion is necessary in order for the national application to claim the complete form of the object (on the right).

The application to register a three-dimensional object must include all the views of the configuration claimed in the Union priority right without showing any merely illustrative elements in these figures.

Figures must show the object in a manner which is complete, clear and sufficient, allowing their reproduction by someone who is a technician in this matter. Dotted lines will not be allowed, in the case of drawings, or, in the case of photos, graphic representation resources, such as blurring, masking and shading, inter alia.

The unrevealed areas of objects whose representation includes merely illustrative elements in the priority document must be duly complemented/represented so that the isolated form of the object claims the complete form of an object in the national deposit. This additional information shall not give rise to any loss in priority right.

Any application to register a three-dimensional object which does not show the views in a complete and isolated manner of the claimed object, without any merely illustrative elements, shall be subject to a demand for the inclusion of said figures.



Ref.: BR 30 2016 000635-0.

Configuration applied to vehicle wheel.

The national application claims the complete form of the object.

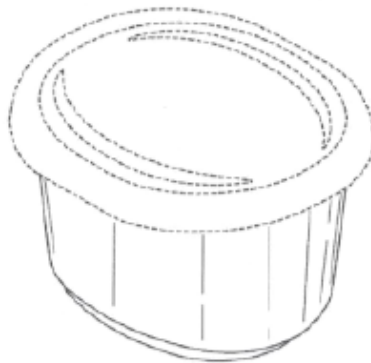
The application to register the plastic form of a three-dimensional object may, optionally, show complementary figures which include merely illustrative elements.

If the priority right has figures of the three-dimensional object including merely illustrative elements, under the terms of item 5.5.4 Merely illustrative elements, the depositor is entitled to present them as a complement to the figures of the object

represented in isolation. Figures with merely illustrative elements put into context the object of the application and shall form part of the set of figures of the industrial design Registration Certificate.

Submission of said figures must comply with the provisions of item 5.9 Analysis of key for figures. Furthermore, the descriptive report shall include the declaration of waiver of scope with regard to said images, in accordance with item 3.8.1.1 Declaration pertaining to the scope of the figures.

Figures with merely illustrative elements which fail to meet the provisions of items 3.8.1.1 Declaration pertaining to the scope of the figures, 5.5.4 Merely illustrative elements and 5.9 Analysis of the key to the figures shall be subject to a demand for correction of the figures and/or descriptive report.



Ref.: BR 30 2014 001011-5.

Configuration applied to recipient.

The recipient, represented in continuous lines, persists as an ornamental plastic form after the removal of the dotted lines pertaining to the lid. The unrevealed areas of the recipient may be submitted in continuous lines without any loss in priority.

The application to register a two-dimensional ornamental pattern may show the pattern applied in all the views of a three-dimensional product.

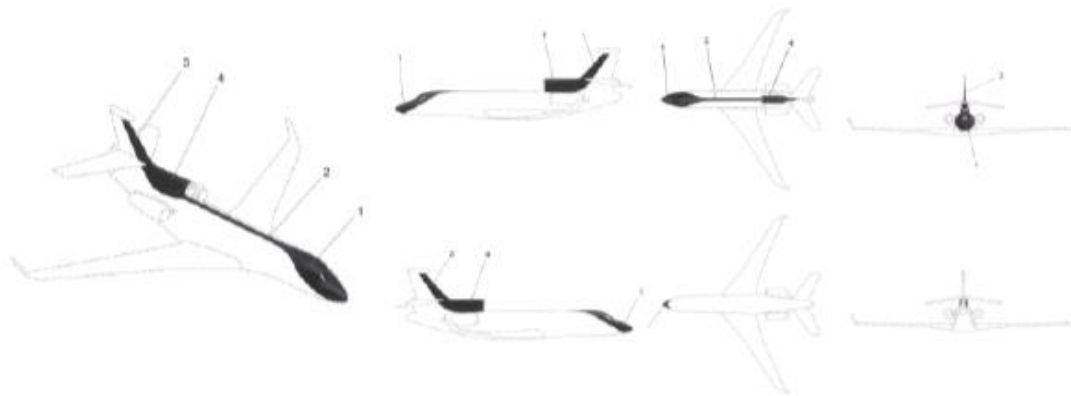
If the subject matter claimed in the Union priority right document refers to an ornamental pattern applied in a three-dimensional product, the figures of the national application must also show the ornamental pattern applied to the product in those views in which there is application of the pattern. If the figures are drawings, all the lines going to make up the product must be dotted.

Submission of said figures must comply with the provisions of item 5.5 Analysis of drawings or photos. The descriptive report must

include the declaration of waiver for the configuration of the product to which the ornamental pattern is applied, in accordance with the provisions of item 3.8.1.1 Declaration pertaining to the scope of the figures. These figures will form part of the Industrial design Registration Certificate.

The submission of drawings that represent the product to which the ornamental pattern is applied in continuous lines shall give rise to a demand so that the title of the national application matches the claim of the figures, in other words, the title must refer to the configuration of said object.

The submission of drawings or photos with ornamental patterns without the declaration of waiver for the configuration of the product to which the pattern is applied shall give rise to the drawing up of a demand for correction of the descriptive report.



The product to which the ornamental pattern is applied is represented by dotted lines and does not form part of the scope of protection.

If the matter claimed in the Union priority right document refers to a plane ornamental pattern, the national application must also claim a plane ornamental pattern. Submission of said figures must comply with the provisions of item 5.9 Analysis of key for figures. In this case, figures with merely illustrative elements shall form part of the set of figures of the industrial design Registration Certificate. The depositor shall also be entitled to submit only images of the ornamental pattern represented in isolation.

The descriptive report must include the declaration of omission for the views of the object to which the ornamental pattern is applied, in accordance with the provisions of item 3.8.1.2 Declaration pertaining to the omission of views. These figures will form part of the Industrial design Registration Certificate.

The national registration application must only contain those

industrial designs claimed in the Union priority right document. When the registration application contains more than one ornamental plastic form or more than one ornamental set of lines and colors, but not all the configuration variations are contemplated by the priority document, a demand shall be made for the applicant to clarify whether it wishes to maintain the Union priority right with the exclusion of any variations not included in the documentary evidence, or to divide the application.

In the event of division, the applications made up of the configuration variations that are not included in the Union priority right will have as their protection framework the deposit date in Brazil, not giving rise to the priority right. Any applications comprising the variations contemplated in the documentary evidence shall maintain the priority date claimed.

If there are any doubts about the applicability of the situations described in this item, demands shall be made for the applicant to provide clarifications.

5.2 Technical examination analysis stages

The first step of the examination is to verify the incorporation of the application in the prohibitions set out in art. 100 of the LPI, failing which the application will be rejected, commencing the timeframe for bringing appeals.

If the industrial design registration application has been subject to any formal demand, the possibility of altering the scope of protection in respective compliance shall be observed. If any modification to the subject matter is identified, the application shall be subject to a technical demand for its rectification.

If the industrial design is regarded as registrable, the drawings or photos are analyzed according to the graphic resolution criteria (do the images present good quality?), descriptive sufficiency (do the images represent the industrial design clearly and sufficiently?) and consistency between the views (are the images consistent with each other?). The verification of elements unrelated with the scope of the protection also occurs at this stage.

Concurrently, if there are two or more industrial designs in the registration application, it shall be analyzed whether they share the same purpose - class and subclass - and the preponderant distinctive characteristic, in accordance with the heading of art. 104 of the LPI.

The final stage of the technical examination consists of analyzing the suitability of the numbering of the drawings or photos, of the title and of the sphere of application informed for the industrial design requested. Next, once the analyses have been carried out, the registration application may obtain the concession or suffer technical demands for its regularization.

In the event that a demand(s) is made, the fulfillment of the application shall be analyzed in accordance with the corrections requested, rejecting it if it fails to meet the legal provisions set out in sections II, III or IV of art. 101 and/or art. 104, combined with art. 106, heading, in those situations in which there is unsatisfactory compliance with the demand(s) made. In those situations in which there is a contestation to the demand, the examiner shall verify the validity or not of the arguments presented, deciding on the concession, the formulation of a new demand or the rejection.

5.3 Analysis of non-registrable industrial designs

In accordance with the Industrial Property Act:

Article 100 An industrial design is not registrable for:

I. that which is contrary to morals and good customs or which offends the honour or image of people or is contrary to the liberty of conscience, belief, religious cults or ideas and feelings worthy of respect and veneration.

II. the necessary common or ordinary shape of an object or, further, that which is determined essentially by technical or functional considerations.

The first stage of the technical examination is to analyze the applicability of art. 100 of the LPI. If the industrial design is set out in sections I or II, the application must be rejected under the terms of parag. 4, art. 106 of the same law:

Article 106 Once an application for an industrial design registration has been filed and the provisions of articles 100, 101 and 104 have been observed, it will be published automatically and the registration will be simultaneously granted, the respective certificate being issued.

§ 1. On request by the applicant at the time of filing, the application may be kept secret for a period of 180 (one hundred and eighty) days counted from the filing date, after which it will be processed.

§ 2. If the applicant avails himself of the provisions of article

99, processing of the application will await presentation of the priority document.

§ 3. If the provisions of articles 101 and 104 are not met, a Requirement will be made to which a response should be filed within 60 (sixty) days, on pain of definitive shelving.

§ 4. If the provisions of article 100 are not met, the application for registration will be rejected.

5.3.1 Contrary to morality and good customs

The industrial design shall not be registered if it constitutes or contains elements which are obscene or excuses crime or drugs, as well as those which denigrate, defame or violate the honor or image of people or groups.

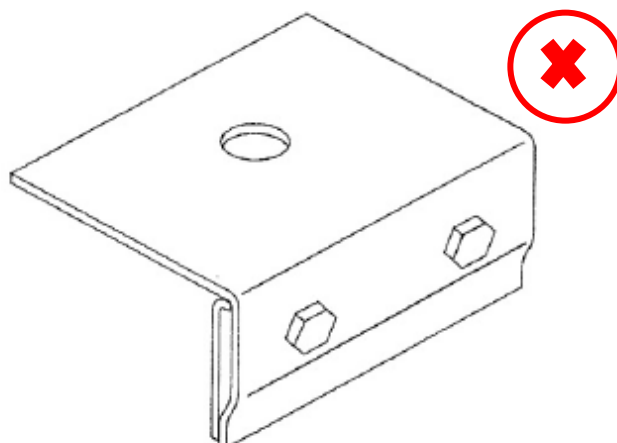
Any industrial design registration applications containing any of the elements described in the previous paragraph shall be rejected if they relate to art. 100, section I of the LPI.

5.3.2 Essentially technical or functional form

Many objects are endowed, to a greater or lesser degree, with both technical and ornamental characteristics. However, sometimes the plastic form derives more from a need for the product to function than from concerns related with appearance or visual appearance.

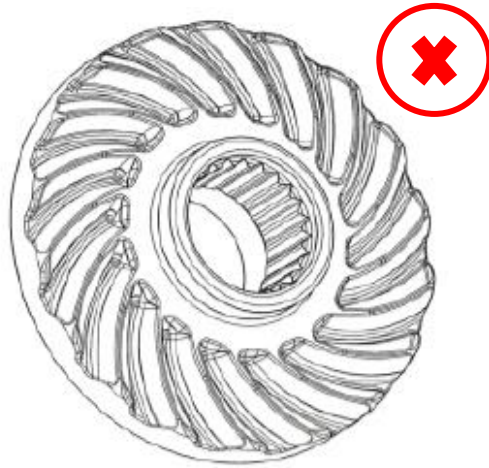
In these situations, however much there is a certain ornamental side to the form of the object, if these characteristics do not prevail over those observed as technical or functional, the object may not be registered as an industrial design.

Any registration application that contains an object whose plastic form is essentially determined by technical or functional considerations shall be rejected based on parag. 4, art. 106 of the LPI, even if the configuration on the screen is new and original.



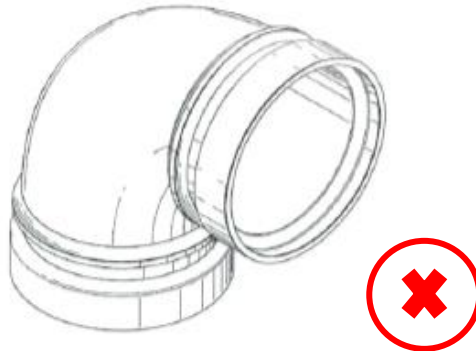
Ref.: BR 30 2012 000714-3.

Configuration applied to luggage rack fixing support.
Any form essentially determined by technical or functional considerations may not be registered.



Ref.: BR 30 2013 003609-0.

Configuration applied to front gear.
Any form essentially determined by technical or functional considerations may not be registered.



Ref.: BR 30 2012 000570-0.

Configuration applied to piping connection.
Any form essentially determined by technical or functional considerations may not be registered.

5.4 Analysis of configuration variations

The analysis of configuration variations is based on the provisions of art. 104 of the LPI:

Article 104. An application for an industrial design registration

must refer to a single object, a plurality of variations being permitted, provided that they are destined for the same purpose and maintain between them the same preponderant distinctive characteristic, each application being limited to a maximum of 20 (twenty) variations.

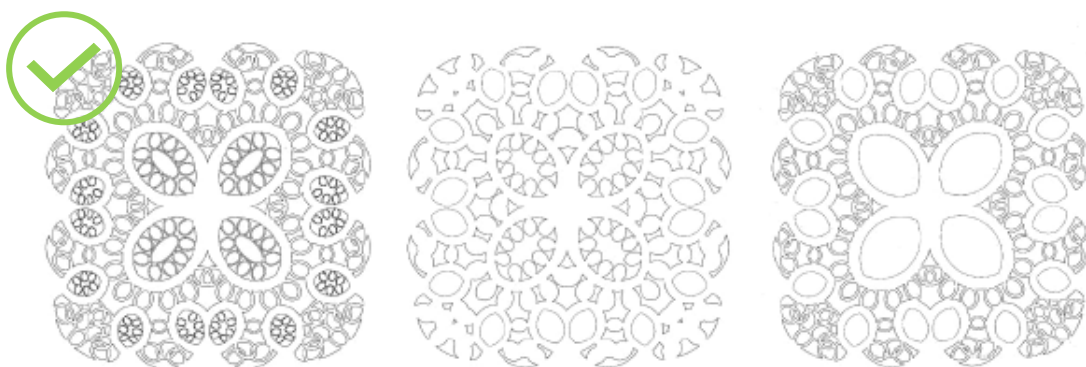
Sole paragraph. The drawing must clearly and sufficiently represent the object and its variations, if they exist, so as to allow its reproduction by a person skilled in the art.



Ref.: BR 30 2013 006074-8.

Configuration applied to chair.

Chairs belong to the same class (seats) and they share the same distinctive characteristic and so they can be submitted in the same application.



Ref.: DI 7001561-9.

Ornamental pattern applied to furniture.

The patterns have the same functionality and are similar to each other and they can thus be submitted as configuration variations in the same application.

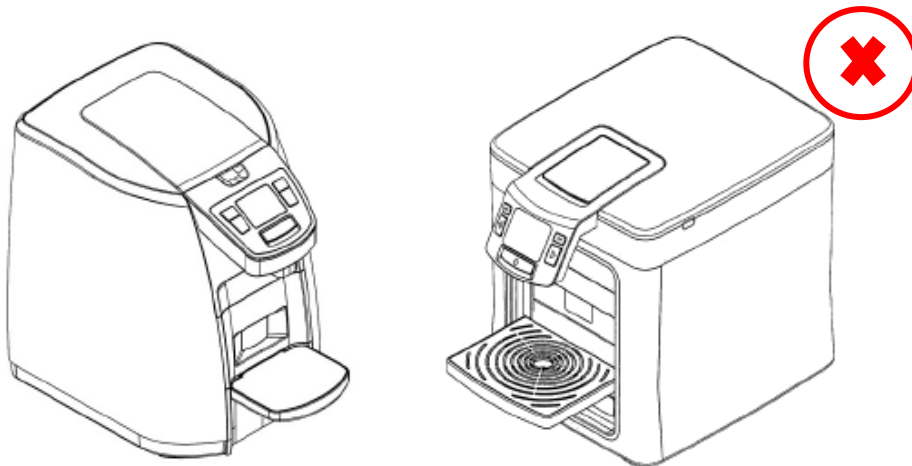
The registration application must be limited to no more than 20 configuration variations, provided that the terms foreseen in art.

104 of the LPI have been met, namely: i) they must have the same purpose; ii) they must share the same preponderant distinctive characteristic.

These conditions are cumulative, in other words, and so it shall not suffice to comply with just one of them. At the technical examination stage, an initial analysis shall be carried out of the conformity of the objects to a common purpose; then, the existence of the same distinctive characteristic is verified.

Finally, it is assumed that the objects must necessarily belong to the same class and subclass of the International Locarno Classification. If the application fails to comply with this condition, this shall lead to a technical demand for dividing into two or more applications, however much the objects have similar visual configuration.

Distinctive characteristics are those elements that visually prevail in the configuration of a plastic form or a pattern of lines and colors. It is the elements which make the objects maintain a common visual identity, as if they belonged to the same "family". If the application fails to comply with this second condition, this shall lead to a technical demand for dividing into two or more applications, even in cases in which the objects belong to the same class and subclass.



Ref.: DI 7101357-7 and BR 32 2012 002907-7.

Configuration applied to liquid dispenser.

Objects belong to the same class (drink preparation machines), but they do not have the same distinctive characteristic, in such a way that the initial application had to be divided.

The analysis of the distinctive characteristics is characterized

not by the concept or idea of the industrial design, but by the configuration illustrated in the drawings or photos. Accordingly, the existence of a common concept does not ensure the maintenance of the objects in the same application.

In those situations in which the registration application contains more than twenty industrial designs, the drawing up of the technical demand shall be compulsory in compliance with the heading of art. 104, even if the variations share the same purpose and the same preponderant distinctive characteristic.

Divided applications must be deposited within 60 (sixty) days after the publication of the technical demand at the RPI, otherwise they shall be shelved, in accordance with parag. 3, art. 106 of the LPI. When the registration application contains two or more industrial designs, and there is a doubt as to whether one or more are registrable, in light of art. 100, a technical demand may be made. Having verified the non-registrability, the application shall be subject to a demand for its division owing to its failure to meet the provisions of the heading of article 104. Hence, any matter subject to rejection may be deposited in a divided application, maintaining the registrable industrial designs in the initial application.

Should it so wish, the applicant may proceed with just one - or more - of the applications, contrary to all, giving up those industrial designs that would be deposited in the divided ones. Where required, the division must observe the terms of the demand. If the technical demand has been answered and its formulation has not been complied with, the examination shall be carried out, rejecting the registration application based on art. 104 owing to unsatisfactory compliance with the division required.

If the technical demand has been answered and its formulation has been complied with, the examination shall be carried out of the divided application in terms of conformity with the drawings or photos. At this stage, the preponderant distinctive characteristic foreseen in art. 104 shall not be subject to a new analysis.

5.5 Analysis of the drawings or photos

The drawings or photos define the scope of registration protection and they constitute the most important elements of the application. The representation of the industrial design must be carried out by means of drawings or photos of the object or ornamental pattern. In the graphic representation, the claim pertains to the forms set

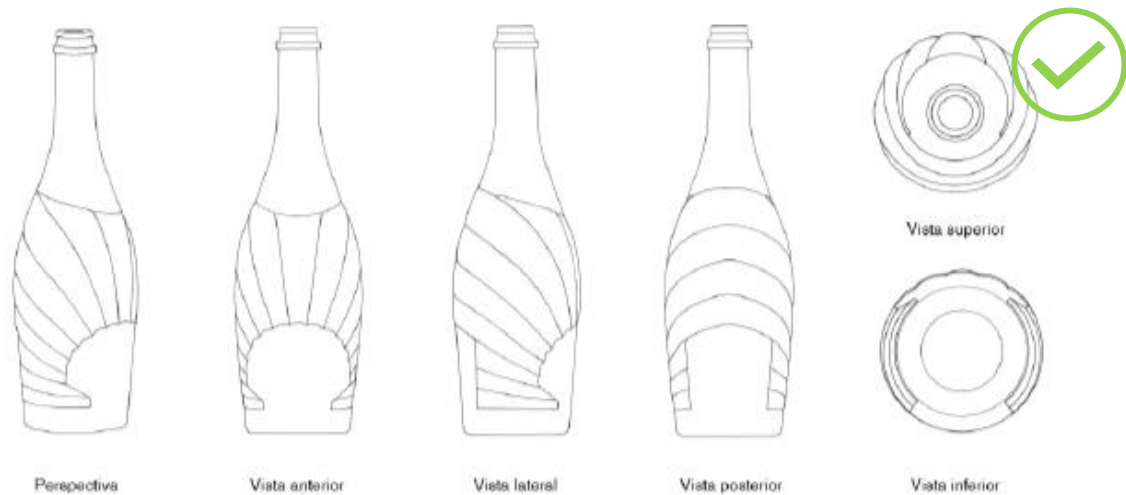
out in continuous lines. In the photographic representation, the object claimed must be shown quite clearly. The drawings or photos may be submitted in color, in black and white or on the grey scale. If there are any inconsistencies between the figures and the other data of the application (title, form of submission, inter alia), a demand shall be made to correct the application data and that which has been submitted in the figures shall prevail.

After the deposit, the initial configuration of the industrial design requested may not suffer any accruals or alterations, except for any corrections required by means of a demand directed at the drawings or photos of the application and the modifications requested by the depositor, before the first technical examination, intended to correct any irregularities in the figures and/or for the better viewing of the object.

Any industrial design registration application which does not contain all the views required shall be subject to a technical demand if the drawings or photos submitted fail to satisfactorily reveal the industrial design requested.

At the technical examination stage, the correspondence and uniformity shall be analyzed in the representation of the industrial design requested. The drawings or photos must reveal the configuration of the object in a coherent, consistent manner in all the views.

In applications for registering configuration applied to a three-dimensional object, the drawings or photos must represent the industrial design clearly and sufficiently, in accordance with the sole paragraph of art. 104 of the LPI, by means of perspective and in the orthogonal views that prove necessary for the characterization of the object requested (front, rear, sides, above and below).



Ref.: BR 30 2014 002313-6.

Configuration applied to a bottle.

Graphic reproduction of all the views of the industrial design requested.

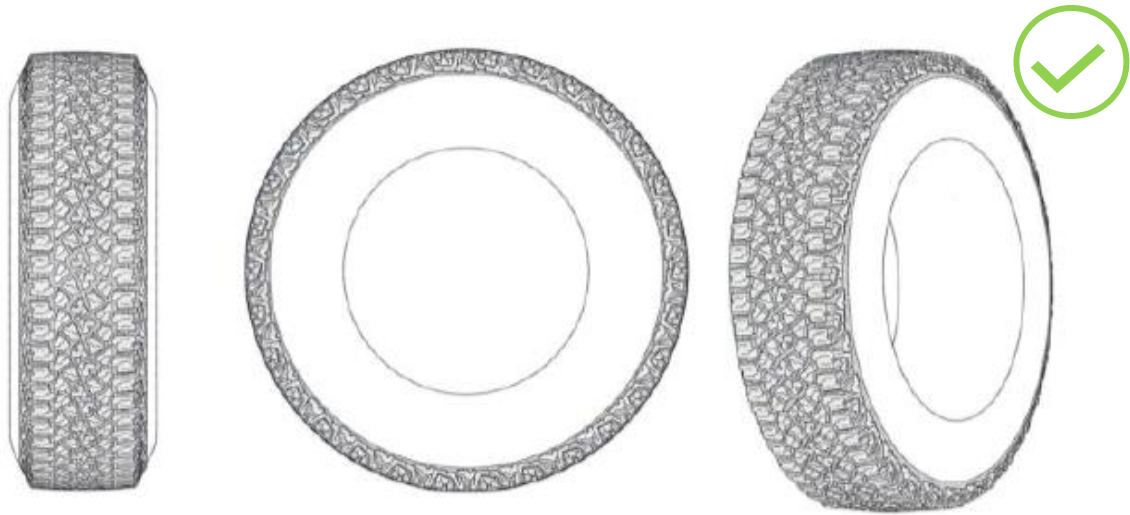


Ref.: BR 30 2014 001043-3.

Configuration applied to packaging.

Photographic reproduction of all the views of the industrial design requested.

By way of exception, symmetrical or mirrored views may be omitted from the set of figures. In this case, only those views need to be shown which are not symmetrical or mirrored. The descriptive report must inform the omission of symmetrical or mirrored views in accordance with the provisions of item 3.8.1.2 Declaration pertaining to the omission of views.



Ref.: BR 30 2014 001426-9.

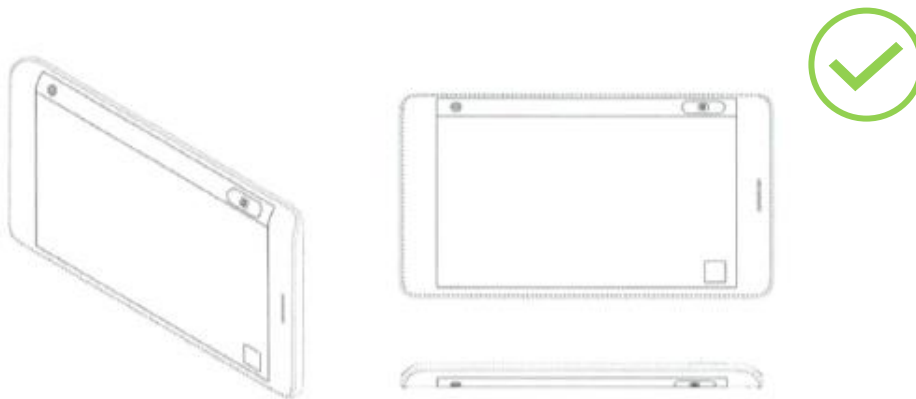
Configuration applied to tire.

The omitted views are mirrored or symmetrical to the views shown in the registration application.

If any non-conformities are observed between the views of the object or, if the descriptive report of the application does not submit the mandatory declarations, a technical demand shall be made requesting the necessary corrections.

In applications for the registration of an ornamental pattern, drawings or photos may represent the ornamental pattern applied to the product, provided that this is clear and sufficient, in accordance with the sole paragraph of art. 104 of the LPI. The perspective and the orthogonal views must be shown that prove necessary for the characterization of the ornamental pattern required (front, rear, sides, above and below).

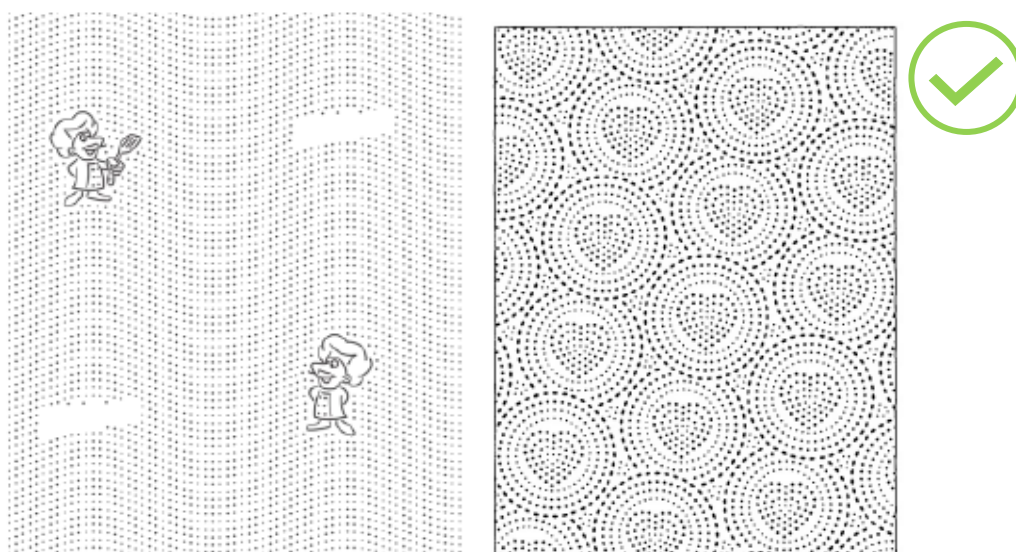
In the case of the drawing, the object must be represented in dotted lines and it shall not form part of the scope of protection of the registration. The descriptive report must inform the waiver of the plastic form of the object shown in the figures, in accordance with the provisions of item 3.8.1.1 Declaration pertaining to the scope of the figures.



Ref.: BR 30 2015 000117-8.

Ornamental pattern applied to graphic interface.
 Graphic reproduction of the ornamental pattern requested, represented in continuous lines, and representation of the object where the pattern shall be applied on dotted lines.

Optionally, drawings or photos of the planned ornamental pattern may be submitted. In this case, the submission of just one figure shall suffice and it is not necessary to submit the ornamental pattern applied to the product. The descriptive report must inform the omission of ornamental pattern views applied to the product in accordance with the provisions of item 3.8.1.2 Declaration pertaining to the omission of views. If the descriptive report of the application fails to submit the statement of omission of the views, a technical demand shall be made requesting the necessary corrections.



Ref.: BR 30 2014 001022-0 and DI 7103624-5.

Ornamental pattern applied on item/absorbent paper.

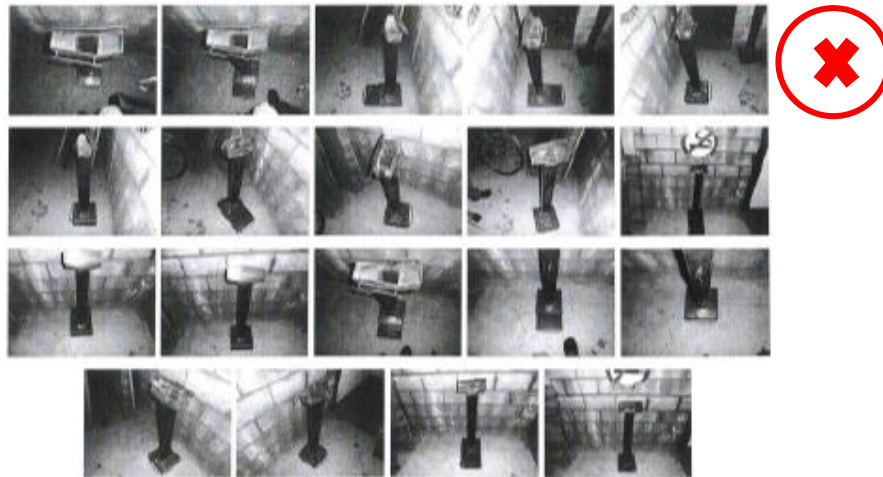
Examples of two-dimensional industrial designs solely represented on plan view.

5.5.1 Graphic resolution

Any drawings or photos must show sufficient contrast, clarity and graphic resolution for a full understanding of the industrial design required, without any hatching, shading or reflections that compromise the viewing of the configuration on the screen.

Any applications which, notwithstanding a previous formal demand, have their drawings or photos resubmitted without the expected graphic resolution, in other words, endowed with darkened, whitened, blurred or pixelated areas, shall be subject to a technical demand. The background of the drawings or photos must be totally neutral, without revealing any pattern or texture. Neutral is taken to mean a background which does not exert any interference over the forms of the object or ornamental pattern represented.

Failure by this application to observe this guideline shall give rise to the publication of a technical demand.



Ref.: BR 30 2013 003014-8.

Configuration applied to ashtray.

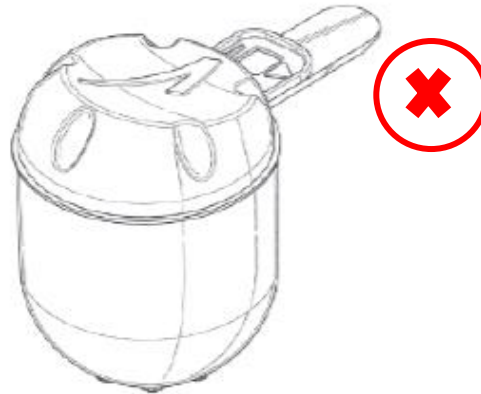
The background of the photos compromises the viewing of the object.

5.5.2 Brands or logos

The drawings or photos must not bear any trademarks or logos represented in the configuration of the industrial design required, even if the reproduction of the trademark sign has been partial. Failure by this application to observe this guideline shall give rise to a technical demand to correct the representation.

In those situations in which there is no certainty about the nature of the two-dimensional or three-dimensional elements to be found

in the configuration of the industrial design, clarifications and the necessary corrections shall be requested, where applicable.



Ref.: BR 30 2013 006115-9.

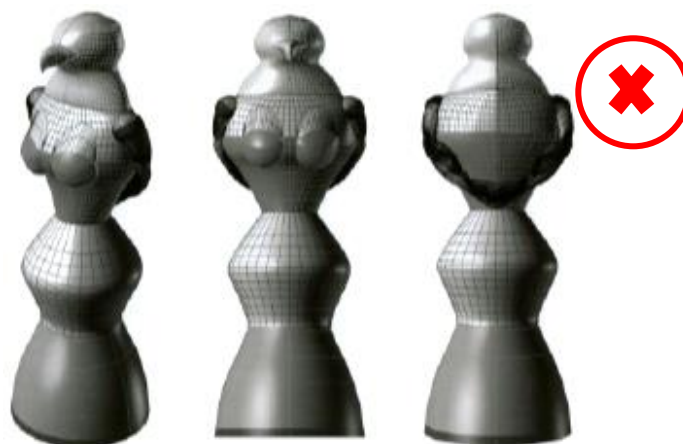
Configuration applied to dispenser.

The industrial design represented must not contain any trademark or logo.

5.5.3 Construction lines

In drawings generated by three-dimensional rendering programmers (virtual modelling programmers used to generate realistic images of objects and scenes), it is common for there to be construction lines, in other words, lines which are not visible in the real configuration of the industrial design, but which help to understand its volumetry.

The presence of unnecessary construction lines in the drawings or photos shall lead to the publication of a technical demand. If there is no certainty about the nature of the lines, clarifications shall be requested and, where applicable, the necessary corrections.

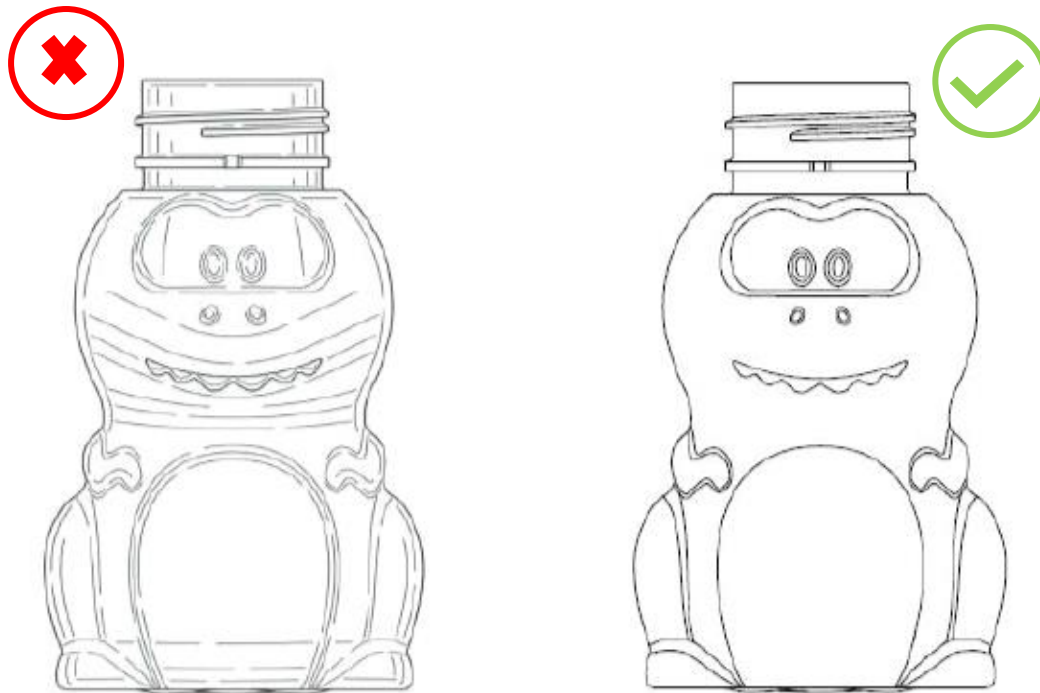


Ref.: BR 30 2014 006405-3.

Configuration applied to perfume bottle.

The lines which accompany the volumetry of the bottle generate

uncertainty: would be only construction lines or an ornamental pattern applied?



Ref.: BR 30 2014 006043-0.

Configuration applied to bottle in dinosaur-shape.

On the left, drawing with too many hatches; on the right, corrected image with the removal of unnecessary lines.

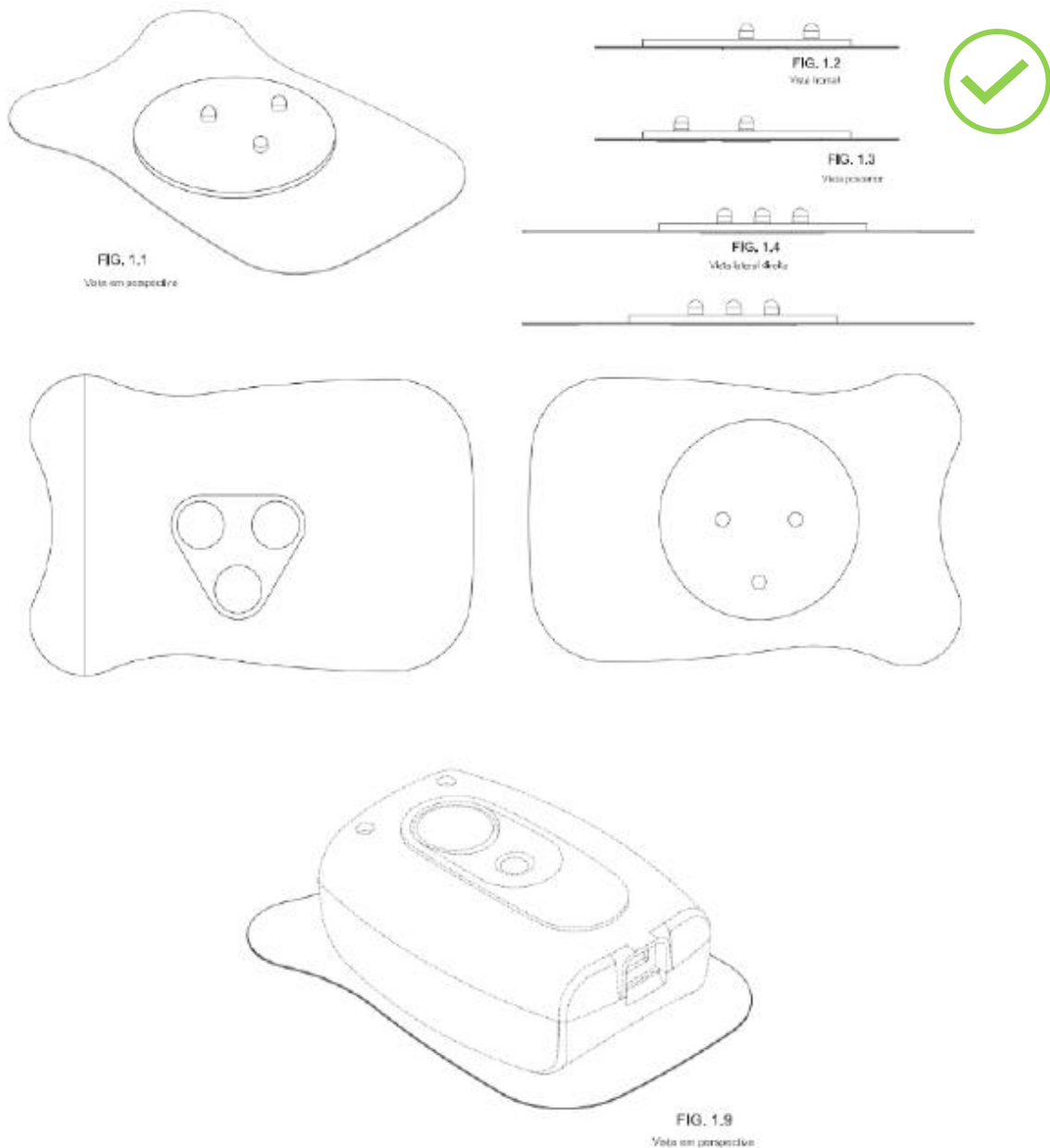
5.5.4 Merely illustrative elements

In addition to the figures of the industrial design required, the application may include figures that reveal merely illustrative elements which do not go to make up the scope of protection claimed. Said elements may be represented by means of dotted lines provided that they are necessary for an understanding of the object or of the ornamental pattern.

These figures must show the claimed industrial design applied, assembled, coupled, slotted, dressed or affixed (or in similar situations) in elements which do not form part of the registration application claim.

The drawings or photos shown for this purpose are not compulsory. Owing to their complementary nature, they must be supplied in conjunction with the drawings or photos of the isolated industrial design. The key to the complementary figures must specifically state its merely illustrative nature (observing item 5.9 Analysis of the

key to the figures). The merely illustrative images will form part of the Industrial design Registration Certificate.



Ref.: BR 30 2016 004957-2

Configuration applied to/in adhesive electrode.

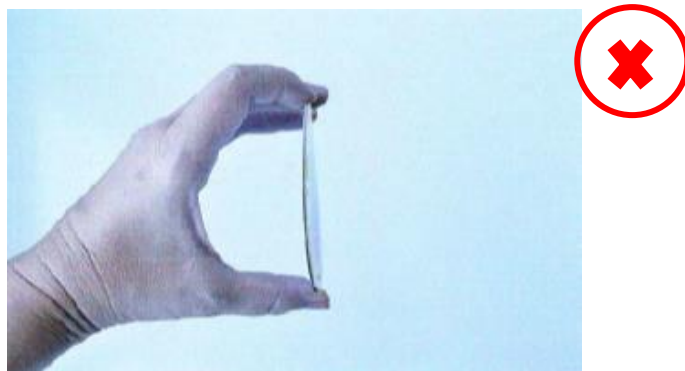
Example of representation of the complete and isolated object complemented by a merely illustrative image that puts into context the object claimed.

The configuration of the industrial design required in the merely illustrative images must be consistent with the claim of the other images of the registration application.

In those situations in which the illustrative elements are not necessary for an understanding of the industrial design, or when the representation of the object claimed fails to present

consistency with the other images of the application, a demand shall be made at the technical examination stage, requesting the necessary corrections to the drawings or photos.

In those drawings or photos which refer to parts of the object that do not exist separately, and which cannot be highlighted without compromising the integral nature of the configuration, and provided that the object has been fully revealed, a demand shall be made for submission of the complete configuration of the object. In the drawings, all the dotted lines going to make up the object must be completed. In the photos, all the figures must reveal the configuration in a complete, clear manner.



Ref.: BR 30 2014 000475-1.

Configuration applied to cup holders.

The merely illustrative element (the hand) is not allowed as it fails to contextualize the application of the industrial design requested.

Those images and elements regarded as merely illustrative do not affect the scope of the Industrial Design Registration requested or any third-party intellectual property right.

The figures of an application to register an ornamental pattern applied to a product represented on dotted lines are not regarded as merely illustrative, in accordance with item 5.5 Analysis of drawings or photos.

5.5.5 Known elements

In those situations in which the industrial design requested reproduces the third-party image or incorporates known elements - characters, artistic works etc. - which are not owned by the author or the applicant, the application must be accompanied by usage authorization.

If the authorization has not been submitted in the application, a demand shall be made at the technical examination stage, requesting

the submission of said legal instrument.



Ref.: BR 30 2014 002354-3.

Configuration applied in miniature.

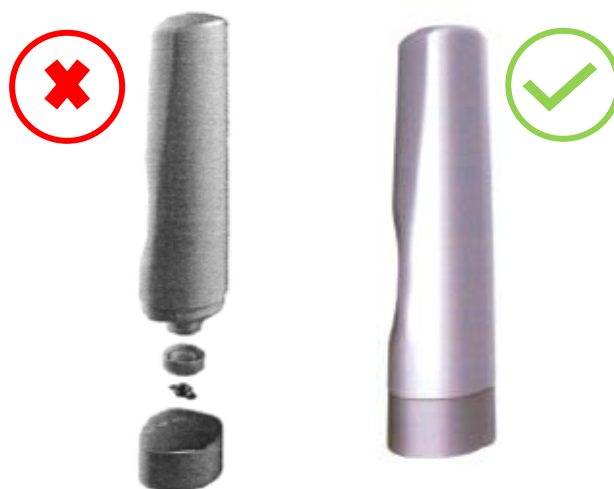
The industrial design explicitly refers to a third-party image.

5.5.6 External configuration of the form assembled

If the application contains the ornamental plastic form of an object, the drawings or photos must represent it in assembled form, revealing the external configuration of the ornamental plastic form, in accordance with art. 95 of the LPI.

Any exploded view representations must not be included in the registration application, insofar as they do not constitute the assembled form of the object nor do they reveal its external configuration.

Failure by this application to observe this guideline shall give rise to a technical demand to remove the exploded view of the set of drawings or photos.



Ref.: BR 30 2012 005256-4.

Configuration applied to a bottle.

Exploded view representations must not be included in the drawings

or photos.

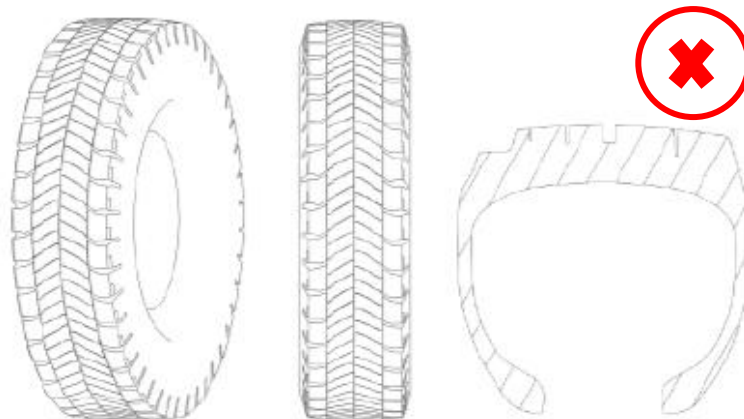
Any application which fails to provide any drawing or photo besides the representation of the exploded view shall have their registration granted under art. 106 of the LPI and shall be subject to a proposition for administrative invalidity owing to an infringement of art. 95 of the same law.

5.5.7 Cross-sections

If the representation of the ornamental plastic form of an object in the orthogonal views and perspectives submitted has not been sufficient to reveal certain ornamental characteristics of the configuration, said characteristics may be illustrated by means of a cross-section.

However, cross-sections shall not be presented which do not reveal ornamental characteristics of the plastic form of the object or which demonstrate essentially technical elements.

Failure by this application to observe this guideline shall give rise to the publication of a technical demand.



Ref.: BR 30 2013 003698-7.

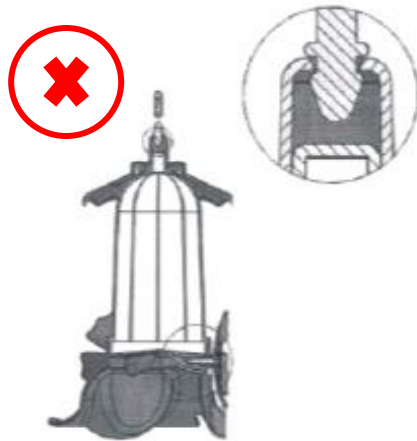
Configuration applied to a tire.

The cross-section does not reveal any ornamental characteristics, only the depth of the treads.

5.5.8 Extended details

At the technical examination stage, any extended details included in the registration application shall be analyzed in terms of the nature of the element represented. If it is concluded that the extended characteristics merely demonstrate technical or functional aspects of the object (such as forms of slotting, coupling, affixation, assembly etc.), a demand shall be made requesting the

exclusion of the irregular figure (s).



Ref.: BR 30 2013 005877-0.

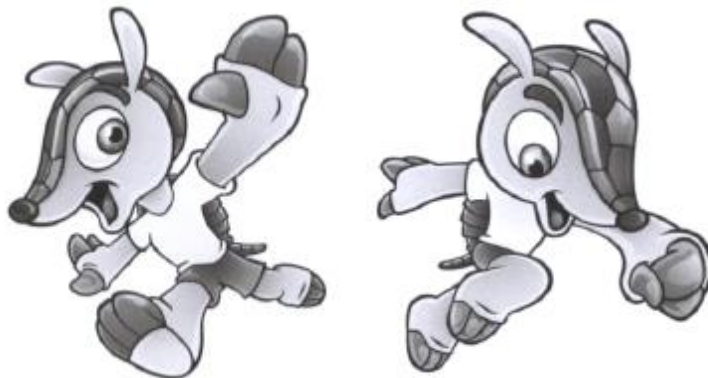
Configuration applied to feeder for hummingbird.

As well as containing cross-sections, the extended detail only demonstrates the slotting of the parts of the feeder, and it is thus not an ornamental element.

5.5.9 Mascots and characters

The graphic representation of mascots and characters may be registered as an ornamental pattern. Protection, in this case, shall not pertain to the mascots and characters themselves (which belong to the sphere of copyright), but to the graphic representation in the drawings or photos.

When the registration application shows mascots and characters, the title must clearly indicate the product (s) to which the ornamental pattern will be applied, under the terms of art. 95 of the LPI. The lack of clarity in this indication, as well as the excessively generic indications, will entail the submission of a technical demand.



Ref.: BR 30 2012 002793-4 and BR 30 2012 002798-5.

Ornamental pattern applied to objects.

There is no objective indication in the title of the product that receives the pattern. If the ornamental pattern requested reproduces a third-party image or incorporates known elements, the application will be examined under the terms of item 5.5.5 Known elements.

5.6 Analysis of application title

The application title must indicate the object of registration in a brief, clear and concise manner, without using any expressions or words that are irrelevant or unnecessary or which denote practical advantages, technical specifications or merely qualifying terms.

The application title shall be adapted ex officio at the technical examination stage whenever its non-conformity is observed with the industrial design requested and/or in those cases set out below:

- Irrelevant or unnecessary expressions or words;

Inappropriate: Popular mitre adornment

Appropriate: Configuration applied to mitre

The information that it is a popular adornment is not necessary. Any words or expressions that do not serve a designative function must be removed from the application title.

- Advantages which are practical or gained through use;

Inappropriate: Configuration applied to foldable table

Appropriate: Configuration applied to table

Any words or expressions that suggest or characterize a practical advantage of the industrial design requested with regard to other objects from the same market niche must be removed from the application title.

- Technical specifications or information of the same nature;

Inappropriate: Solar model sustainable public toilet (photovoltaic cell)

Appropriate: Configuration applied in public toilet

The title contains a reference to practice advantages (sustainable) and to technical characteristics (solar model, photovoltaic cell). Because they are incompatible with the nature of the industrial design protection, this information must be removed at the technical examination stage.

- Merely qualifying words or expressions;

Inappropriate: New tank truck

Appropriate: Configuration applied to tank truck

Words or expressions whose purpose is solely to classify the

industrial design required (new, original, innovative, exclusive etc.) must be removed from the application title.

- Designation is long, confusing or wordy;

Inappropriate: Pattern applied to the display screen or part of it with a graphic user interface

Appropriate: Ornamental pattern applied to graphic interface
The title is unnecessarily long and prevents an immediate understanding of the content of the industrial design required. The clear, concise indication of the object or ornamental pattern must be opted for, adapting it to the irregularities ex officio.

- Trade name of the product or indication of code, numbering or model;

Inappropriate: Public lighting luminaire, model Azure M400

Appropriate: Configuration applied to luminaire

The data pertaining to the trade name and code, numbering or model of the industrial design required are not necessary. When informed, they must be removed during the technical examination stage.

- Reference to more than one object;

Inappropriate: Configuration applied to set of cutlery

Appropriate: Configuration applied to cutlery

Although the application contains one or more configuration variations, under the terms of art. 104 of the LPI, the title must not refer to a set of objects. A common denomination must be opted for.

In those cases in which the title contains inaccuracies, but it is not possible to adapt it ex officio owing to the lack of understanding of the industrial design requested, a technical demand shall be made requesting clarifications and the necessary corrections.

5.7 Analysis of the sphere of application

During the technical examination, it shall be checked that there is a match between the sphere of application informed in the registration application request and the object or ornamental pattern represented in the drawings or photos.

If inconsistencies are detected, the sphere of application shall be adapted ex officio in line with that contained in the drawings or photos.

If it is not possible to ascertain the class and subclass of the International Locarno Classification to which the industrial design belongs, a technical demand shall be made requesting clarifications.

5.8 Analysis of the numbering of the figures

The drawings or photos must be numbered sequentially using a two-digit pattern. If the application only contains one industrial design, the numbering must be: Fig. 1.1, Fig. 1.2, Fig. 1.3, Fig. 1.4, Fig. 1.5, Fig. 1.6, Fig. 1.7.

If there is more than one industrial design in the application, one whole number must be added to the first digit of the numbering for each configuration variation. Example:

99

Main object: Fig. 1.1, Fig. 1.2, Fig. 1.3, Fig. 1.4, Fig. 1.5, Fig. 1.6, Fig. 1.7.

1st configuration variation: Fig. 2.1, Fig. 2.2, Fig. 2.3, Fig. 2.4, Fig. 2.5, Fig. 2.6, Fig. 2.7.

2nd configuration variation: Fig. 3.1, Fig. 3.2, Fig. 3.3, Fig. 3.4, Fig. 3.5, Fig. 3.6, Fig. 3.7.

If the drawings or photos have been numbered in accordance with the two-digit pattern, but there are inconsistencies between the numbering and the quantity of ornamental patterns or objects requested, a technical demand shall be made to adapt the application.

5.9 Analysis of legends to the figures

For drawings or photos representing the industrial design views, the legend accompanying the numbering is optional.

Example of legend:

Fig. 1.1 - Perspective.

Fig. 1.2 - Front view.

Fig. 1.3 - Rear view.

Fig. 1.4 - Left side view.

Fig. 1.5 - Right side view.

Fig. 1.6 - View from above.

Fig. 1.7 - View from below.

On the other hand, the drawings or photos presented in complementary fashion, under the conditions of item 5.5.4 Merely illustrative elements, must be accompanied by a legend mentioning their nature, in accordance with the example below:

Fig. 1.8 - Merely illustrative figure

Fig. 1.9 - Merely illustrative figure.

Fig. 1.10 - Merely illustrative figure

The inadequacy of the legend of the merely illustrative drawings or photos to the pattern described shall give rise to making a

demand at the technical examination stage.

5.10 Decision as regards registrability

The decision as regards the registrability of the object or ornamental pattern requested in the registration application shall take into account all factors that are relevant to the case, including the legal definition of industrial design provided by the LPI, in verbis:

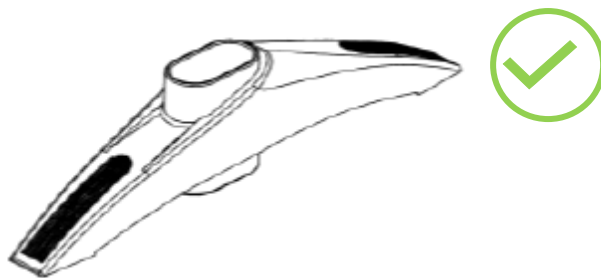
Article 95. An industrial design is considered to be any ornamental plastic form of an object or any ornamental arrangement of lines and colours that may be applied to a product, that provides a new and original visual result in its external configuration, and that may serve as a type for industrial manufacture.

In those situations in which it is observed that the object or ornamental pattern requested does not fit in with the legal definition of industrial design, the registration must be granted under art. 106 of the LPI and submitted to an administrative invalidity process ex officio owing to an infringement of art. 95 of the same law.

Also subject to the administrative invalidity process ex officio at the technical examination stage are industrial designs that demonstrate a flagrant lack of at least one of the legal requirements which are: novelty, originality and serving as a type of industrial manufacturing.

5.10.1 Object parts

The application to register an ornamental plastic form of an object may refer to parts of objects when these parts are dissociable from the complex form into which they are integrated. Any elements and fragments made independently and which have a fully defined physical form are thus subject to registration.

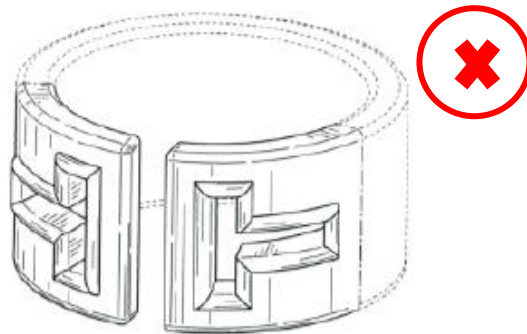


Ref.: DI 7100302-9.

Configuration applied to base for school furniture.

As it is separate from the piece of furniture into which it is incorporated, the object is registrable.

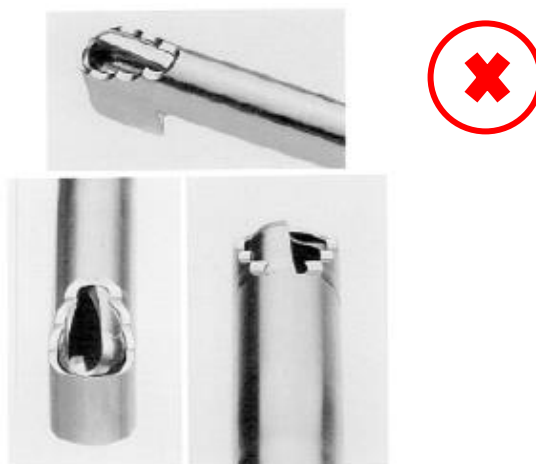
The industrial design is not registrable if it refers to parts of an object that are not completely claimed in the drawings or photos. In these cases, the configuration does not constitute either the plastic form of an object nor the ornamental set of lines and colors that may be applied to a product.



Ref.: BR 30 2015 000250-6.

Configuration applied to a ring.

That part of the plastic form claimed in continuous lines does not exist as an object, in other words, it does not constitute a ring. This being the case, a demand shall be made for the submission of the complete form of the object, replacing the dotted lines with continuous lines. Failure to comply with the demand shall give rise to the granting of the registration under art. 106 of the LPI. Said registration shall be subject to a proposition of administrative invalidity ex officio owing to an infringement of art. 95 of the same law.



Ref.: BR 30 2012 003135-4

Configuration applied to medical instrument.

Those parts of an object that are not fully represented are not registrable.

In the situation in which no image of the set of figures fully reveals the object, the registration shall be granted under art. 106 of the LPI and the registration shall be subject to a proposition of administrative invalidity ex officio owing to an infringement of art. 95 of the same law.

5.10.2 Typefaces

The fonts of typefaces cannot be registered as an industrial design, insofar as they fail to constitute the ornamental plastic form of an object nor the pattern of lines and colors that it is intended to apply to a product.

Any application that claim protection for this matter shall have their registration granted under art. 106 of the LPI and shall be subject to a proposition for administrative invalidity owing to an infringement of art. 95 of the same law.

A B C D E F G H I J K L M N O
P Q R S T U V W X Y Z a b c d
e f g h i j k l m n o p q r s t u
v w x y z 0 1 2 3 4 5 6 7 8 9



Ref.: BR 30 2012 001184-1.

Ornamental pattern applied to printed matter.

Character fonts cannot be registered as an industrial design.

5.10.3 Dolls and parts of dolls

Applications to register parts of a doll and/or doll without clothes whose configuration reproduces the human forms fail to comply with art. 95 of the LPI, since they do not reveal any elements that characterize an ornamental appearance.



Ref.: BR 30 2012 001901-0 and BR 30 2012 001902-8.

Configuration applied to doll's face.

Dolls that reproduce the human form are not registrable.

Any applications that claim protection for this matter shall have their registration granted under art. 106 of the LPI and shall be subject to a proposition for administrative invalidity.

Any parts of a doll and/or doll without clothes that are endowed with sufficient distinctiveness in their forms, bestowing upon the industrial design a new, original visual result in terms of their external configuration, may be registered.



Ref.: DI 6604007-8.

Configuration applied to a doll.

Dolls with sufficient distinctiveness are registrable.

Parts of a doll and/or doll which reveal a certain degree of stylization in their forms and/or which are combined with elements that differentiate them (such as clothes and accessories) may be registered.

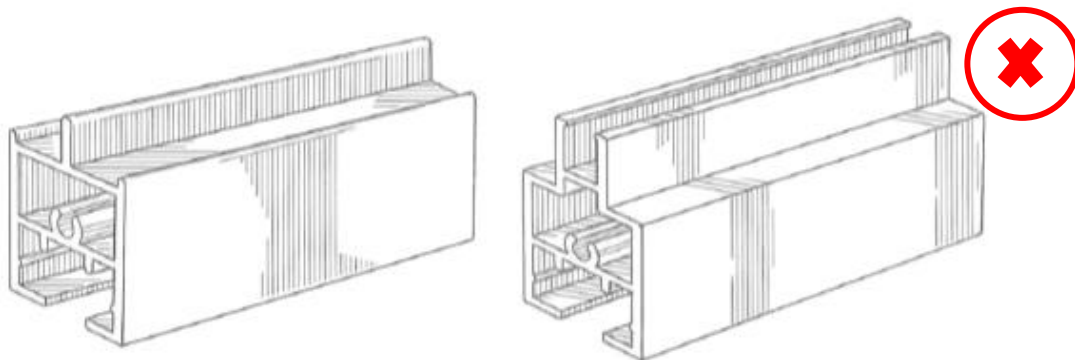


Ref.: BR 30 2014 004593-8.

Configuration applied to a doll.
Dolls that combine other elements are registrable.

5.10.4 Profiles

A profile may be registered provided that it is of an ornamental nature in its configuration. Accordingly, any registration application will be rejected in situations in which the object has its form determined essentially by technical or functional considerations (for example, when the form is essentially provided by grooves).



Ref.: BR 30 2013 004997-3.

Configuration applied to profiles.

The configuration applied to this profile is not of an ornamental nature.

5.10.5 Facades

A façade is each of the sides of the exterior of a construction. As it is an architectonic solution, it does not constitute the ornamental plastic form of an object, nor can the ornamental set of lines and colors to be applied in a product.



Ref.: DI 6705338-6.

Ornamental pattern applied to a facade.

Facades cannot be registered as an industrial design.

As they do not fit into the industrial design definition proposed by law, any applications that claim protection for this matter shall have their registration granted under art. 106 of the LPI and shall be subject to a proposition for administrative invalidity.

5.11 Applicable dispatches

When analyzing the industrial design registration application, the technical examination is the time when its conformity with the provisions of the Industrial Property Law are verified. After this stage, the application may move on to four different situations: demand, rejection, granting or administrative invalidity.

5.11.1 Demand

In accordance with that set out in art. 106 of the LPI, any application that fails to meet the provisions of art. 101 and 104 of the same law shall be subject to a demand.

This dispatch is mainly applicable in situations in which the drawings or photos have been presented in an irregular or insufficient manner. The response to the demand must be submitted within the timeframe foreseen by law and it must be duly endowed with the corrections requested in the dispatch of publication and/or arguments that prove necessary. Failure to agree with the reply submitted may result in the issuance of a second demand, providing the necessary justifications.

5.11.2 Rejection

Rejection is a decision of a conclusive nature whereby the industrial design registration application is denied. In accordance with article 106, parag. 4 of the LPI, the application shall be rejected if the eventualities of art. 100 of the same law are observed, namely:

Article 100. The following may not be registered as an industrial design:

I - whatever is contrary to morality and good customs or which offends the honor or image of people, or infringes the freedom of conscience, belief, religious worship or any idea and feelings worthy of respect and veneration;

II - the necessary common or ordinary form of the object or also

that essentially determined by technical or functional considerations.

Also subject to rejection are any applications which, in view of their non-conformity with sections II, III or IV of art. 101 and/or art. 104 of the LPI, fail to satisfactorily comply with the technical demand drawn up for adaptation or the complementing of the drawings or photos or for division of inconsistent matter.

5.11.3 Granting

Granting is the decision bestowing registration upon the holder of the industrial design. In accordance with art. 106, heading, of the LPI, granting does not require any ascertainment of merit in terms of the aspects of novelty and originality:

Article 106. Once the industrial design registration application has been deposited and the provisions have been observed of arts. 100, 101 and 104, the registration shall be automatically published and simultaneously granted, issuing the respective certificate.

Registration validity is for ten years as from the deposit date, notwithstanding the ownership of the industrial design only being acquired by a validly granted registration. Hence, until the granting occurs, there is only one expectation of right as set out in art. 108 and the heading of art. 109 of the LPI:

Article 108. The registration shall be in force for the term of 10 (ten) years as from the deposit date, extendable for 3 (three) successive periods of 5 (five) years each.

Parag. 1. The application for extension must be made during the final year of validity of the registration, being provided with proof of payment of the respective fee.

Parag. 2. If the application for extension has not been made by the final termination of registration validity, the holder may do so in the 180 (one hundred and eighty) subsequent days through payment of additional fee.

Article 109. Ownership of the industrial design is acquired by way of a validly granted registration.

The registration granting publications shall not be further complemented by any observation pertaining to the administrative invalidity process.

5.11.4 Administrative invalidity

The existence of an administrative invalidity process means that the registration validity has been called into question. If the

publication instigating invalidity occurs within 60 (sixty) days of the act that granted the right, the registration will have suspensory effects until the end of the administrative instance, under the terms of art. 113, parag. 2 of the LPI:

Article 113. Registration invalidity shall be declared in administrative terms when it has been granted with an infringement of arts. 94 to 98.

Parag. 1. The invalidity process may be instigated ex officio or through a petition by anyone with a legitimate interest within 5 (five) years as from granting the registration, with the exception of that possibility foreseen in the sole paragraph of art. 111.

Parag. 2. The petition or instigation ex officio shall suspend the effects of the granting of the registration if presented or published within 60 (sixty) days after the granting.

5.11.5 Other dispatches

During the course of the technical examination, the registration application and the petitions related therewith may be subject to other types of clearance such as:

Dispatchs	Title	Description
47	Petition Unknown	Petition submitted unknown by virtue of the provisions of arts. 218 or 219 of the LPI.
47.1	Petition prejudiced	Petition indicated is prejudiced in accordance with the additional information.
47.3	Petition Approved	Approval of the petition submitted.
47.5	Petition Rejected	Rejection of the petition submitted.
48	Petition Suspended	Petition suspended to await any measures required for consideration thereof.
49	Loss in priority	Loss in priority claimed for failing to meet the provisions set out in art. 99 of the Industrial Property Act.
55	Various Demands	Demand made for adaptation or compliance with the legal provisions within 60 (sixty) days of this date.

70	Publication Cancelled	Publication cancelled as it was incorrect, in accordance with that stated in the supplement.
71	Dispatch Cancelled	Dispatch cancelled as it was incorrect, in accordance with that stated in the complement.
72	Decision Cancelled	Decision cancelled with regard to any of the previous items as it was incorrect.
73	Rectification	Rectification of the publication of any of the previous items as it was carried out incorrectly. Said publication does not entail any alteration to the date of the decision or dispatch and the timeframes deriving from it.
74	Republication	Republication as it was incorrect, in accordance with that stated in the complement.

6 Granting, maintenance and extinguishing of the registration

Information about the granting and extension of the registration, the terms for extinguishing it and issuance of the certificate.

6.1 Granting of the Registration

The registration is granted upon publication in the Industrial Property Magazine (RPI). The registration of an industrial design has an initial validity of 10 (ten) years, as from the deposit date of the application, through collection of the five-yearly maintenance charge (art. 120 of the LPI) and it may also be extended for a further three consecutive periods of 5 (five) years. If there is any interest in extending the validity of the registration, the five-yearly and extension charges shall be collected, combined in a single charge called "Renewal", as from the third registration period.

It is important for the user to confer the data published in dispatch 31 - Notification of deposit or 32 - Notification of deposit of application in Confidentiality, bearing in mind that the certificate will be drawn up in line with the information contained in the registration. Hence, once the INPI error in the printing of any bibliographical data has been verified, the user must make, under service code 126, a request for correction of the data in the system, thereby avoiding the issuance of the certificate with an error. If the error is by the depositor, the user must submit, under code 125 - Correction of registration, a request for correction in the registration.

6.1.1 Industrial design Registration Certificate

The certificate is issued as a result of the publication of the granting of the industrial design registration.

The certificate shall state the industrial design registration number, the title, the name of the author - observing the provisions of parag. 4, art. 6 of the LPI - as well as the name, nationality and address of the holder, the term of validity, the drawings and, if there is one, the Union priority right, the descriptive report and the claims, in accordance with art. 107 of the LPI.

The bibliographic data of electronic deposits shall not be subject to conferral since the system is directly loaded with the completion of the user. There shall solely be verification as to whether there has been the inclusion and/or modification of any registration data in a petition subsequent to the deposit and prior to the granting.

Annotations regarding transfer of ownership or any change in name and/or registered office shall only be contained in the certificate if said transfer or alteration has been published beforehand in the RPI. Otherwise, after publication of the annotation, if it is in the user's interest, a copy of the registration certificate must be requested so that the data can be updated.

Certificates with annotations regarding transfer of ownership, any change in name and/or registered office or of extension shall not be issued.

In accordance with that determined by INPI/PR Resolution no. 159/2016, the industrial design registration certificate, as well as a copy thereof, when requested, are issued in digital format. To access the registration certificate, the steps set out below shall be followed:

- a) Access the INPI portal.
- b) Access the link Make a search in the section "Rapid Access" in the upper right-hand corner of the page.
- c) Enter the relevant registration number.
- d) On the next page, the certificate accompanies the dispatch granting the industrial design registration.
- e) Click the icon in PDF format and a captcha query will appear (to verify that a person is accessing and not malware).
- f) After data confirmation, the system will provide the electronic industrial design certificate which may be saved on your device.
- g) Check both on the upper part of the document and in the signatures' box of Adobe Reader, the signatures going to make up the industrial design registration certificate.

6.1.2 Issuance of corrected Registration certificate

If the registration certificate has been issued with any error made by the INPI, the user must protocolise, with the GRU 126 code, a request for error correction by the INPI, preferably by means of an electronic request, providing a clarification about the correction that has to be made.

Once the error has been verified and the data corrected in the system, the certificate with the inconsistency shall be removed from the portal and a new document shall be drawn up and made available.

How to request the service	
Service:	Request for error correction by the INPI

Code	126
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The registration granting publications shall not be further complemented by any observation pertaining to the administrative invalidity process.

6.1.3 Issuance of copy of Registration Certificate

A request for a copy of the registration certificate must be made by means of service code 117. It does not need to be requested. The protocol is automatic, in other words, it does not require an entry with a paper form or electronic request, payment of the GRU shall suffice. After bank reconciliation and the transfer of the information to the INPI, the receipt shall be made available with the service protocol number in the payment system.

To issue a copy of the certificate, the existence of petitions requesting any data alteration shall be verified. Upon issuance of the copy, the certificate already existing at the portal shall be removed and the new document shall be made available.

How to request the service	
Service:	Second copy of industrial design registration certificate
Code	117
Additional Information	Form waived service

No copy shall be issued of an industrial design registration certificate which has been extinguished or rendered null and void. Any requests pertaining to registrations in this situation shall be prejudiced.

6.2 Rights of the holder

In accordance with art. 109 of the LPI, industrial design ownership is acquired by a validly granted registration, applying to the registration, where applicable, the provisions of art. 42 and sections I, II and IV, art. 43 of said legal device:

Article 42. A patent confers on its proprietor the right to prevent third parties from manufacturing, using, offering for sale, selling or importing for such purposes without his consent:

- I. a product that is the subject of a patent;
- II. a patented process, or product directly obtained by the process;

§ 1. The patentee is further guaranteed the right to prevent third parties from contributing to the practice by other parties of the acts referred to in this article.

§ 2. The rights in a process patent will be violated, insofar as item II is concerned, when the holder or owner of a product fails to prove, through specific judicial ruling, that it was obtained by a manufacturing process different from that protected by the patent.

Article 43.

The provisions of the previous article do not apply:

I. to acts practised by unauthorised third parties privately and without commercial ends, provided they do not result in prejudice to the economic interests of the patentee;

II. to acts practised by unauthorised third parties for experimental purposes, related to studies or to scientific or technological research;

IV. to a product manufactured in accordance with a process or product patent that has been placed on the internal market directly by the patentee or with his consent;

Under arts. 121 c/c 58 and 59, any industrial design applications or registrations, both of whose content is indivisible, may be wholly or partially assigned.

Article 58. A patent application or patent, the contents of which are indivisible, may be assigned in whole or in part.

Article 59. INPI will make the following notations:

I. assignment, mentioning the complete qualification of the assignee;

II. any limitation or onus applied to the application or patent; and

III. alterations of name, headquarters or address of the applicant or patentee.

The holder may also request an annotation on any change to the name, registered office or address of the depositor.

6.3 Duties of the holder

It is the duty of the registered industrial design holder:

a) To make payment of the fee owed, in the event of the extension of the registration, within the timeframes and conditions set out in art. 108 of the LPI, otherwise it shall be extinguished under the terms of art. 119 of the law; and

b) In the case of a holder domiciled abroad, to appoint and maintain

a duly qualified proxy domiciled in Brazil, empowered to represent it in administrative and judicial terms, including to receive summonses, in accordance with art. 217 of the same law, otherwise the registration shall be extinguished.

6.4 Registration maintenance and extension

The protection of an industrial design registration has an initial duration of 10 (ten) years, as from the deposit date, and it may also be extended for up to 3 (three) periods of 5 (five) years, totaling a maximum of 25 years. To keep the registration in force for said period, in addition to the deposit amount, the five-yearly maintenance and extension charges must be paid.

The five-yearly maintenance charges, also known as "Five-yearly charge", are fees to which industrial design registration is subject as from the 5th year of its validity. The first charge that has to be collected after granting, with a view to maintenance of the registration, is called the 2nd five-yearly charge. This charge allows the registration to be kept in force for the next 5 years when the initial validity of 10 years terminates.

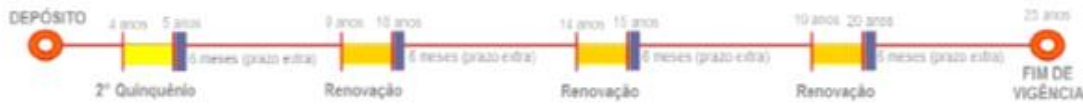
When the registration completes 4 (four) years, the payment period begins. This period ends on the date on which the registration completes 5 (five) years, always calculated as from its deposit date.

Having maintained the initial 10 years, if it is of interest to extend the registration for a further 5 (five) years, it will become necessary to collect the renewal payment (renewal combines the five-yearly charge and extension in just one service). The renewal payment period starts when the registration completes 9 (nine) years and it ends when it completes 10 (ten) years. Hence, every 5 (five) years, the holder has the option of extending the registration, though it may not exceed the maximum validity of 25 years.

In addition to the time periods described, there is also the granting of an additional period of 6 (six) months (extraordinary period) to make the payments, in accordance with the provisions of arts. 108, parag. 2 and 119, III of the LPI.

If the second five-yearly period or the renewals have not been collected, the industrial design registration shall be extinguished as from the day subsequent to the end of the final period actually received.

For a clearer understanding of the timeframes, look at the diagram below:



For payments made before the granting, the INPI may make an additional demand if the Fees' Table is updated between the receipt date and the commencement of the charges payment period. Failure to comply with the demand shall lead to the extinguishing of the registration.

Five-yearly charges or renewals must not be collected for registration applications. In those cases in which the granting occurs after termination of the timeframe initially stipulated for receipt of the five-yearly charges and/or extension (based on the application deposit date), they must be paid within 60 (sixty) days after the registration granting date or they will be extinguished. Payment of the 2nd five-yearly charge and renewal must be made for the amount stated in the Fees' Table of the INPI in force as at the payment date through receipt of GRU or a bank order (when it involves a body or entity of the public authority) or by other procedures authorized by the Institute.

The protocol is automatic, in other words, it is not necessary to register with a paper form or electronic request and payment of the GRU shall suffice. After bank reconciliation and the transfer of the information to the INPI, the receipt shall be made available with the service protocol number in the payment system.

The generation of the Brazilian Federal Revenue collection slip is the total responsibility of the user. It shall be checked whether payment has been made within the correct timeframe and for the right amount.

If payment has been made after the extraordinary period, the registration shall be extinguished.

If there are inconsistencies in the amount received, a demand shall be made which must be complied with within 60 (sixty) days after the date of publication at RPI. For compliance, it will be necessary to protocolise, preferably by means of an electronic request, the petition under service code 105 - Compliance with demand, along with the slip of code 800 - Additional fee for the amount due.

6.4.1 Proof of payment

For payments made by bank order, proof shall be provided by way of a protocolised petition during the timeframe set for its payment. Proof must be submitted along with a clarification, containing a

precise identification of the payment made and an indication of the period it refers to.

The proof of payment protocol must be carried out by way of service code 124 - Proof of receipt of INPI fee, exempt of fee.

If the payment has not been identified, the INPI may, at any time, if it deems it necessary, make a demand for submission of the proof thereof which must be complied with within sixty days. This demand must also be complied with under service code 124. If it is not complied with, the INPI will assume that payment has not been made, seeing to the extinguishing of the registration.

6.5 Extinguishing of the registration

In accordance with art. 119 of the LPI, the industrial design registration is extinguished upon expiry of the term of validity, by way of a waiver, owing to a failure to pay the fee foreseen in art. 108 and 120, or owing to a failure to observe the provisions of art. 217 of the same law.

6.5.1 End of term of validity

If the user has been collected all the five-yearly charges and extensions, it shall be assumed that the registration has attained the maximum validity of 25 years. After this timeframe, the registration is extinguished.

6.5.2 Waiver

A petition for waiver may be submitted at any time after the granting of registration and it must be accompanied by a power of attorney with specific powers to waive, if it has been protocolised through a legal representative. Its absence from the case records shall result in the publication of the prejudiced petition dispatch. It should be observed that in applications involving joint ownership, any requests for waiver must be signed by all the holders or carried out by a duly designated proxy, being duly empowered to represent all the applicants.

How to request the service	
Service:	Withdrawal or discontinuance of application or Waiver of Registration
Code	126

6.5.3 Payment failure

Failure to receive the five-yearly charges and the renewal charges within the ordinary or extraordinary periods foreseen by Law shall result in the extinguishing of the registration.

Failure to comply with demands for additional fees or proof shall lead to the extinguishing of the registration.

6.5.4 Owing to non-compliance with the provisions of art. 217 of the LPI

Anyone domiciled abroad must appoint and maintain a proxy, duly qualified and domiciled in Brazil, with specific powers to represent them administratively and judicially, including to receive court summonses, failing which the registration shall be extinguished.

7 Appeals and Administrative Invalidation Proceedings

Guidelines on the bringing of, examination and decisions of appeals and administrative invalidation proceedings.

7.1 General provisions

Deciding upon appeals and administrative invalidation proceedings is the exclusive competence of the President of the INPI and closes the administrative instance, in accordance with arts. 116 and 212 of the LPI.

The Technical Coordination of Appeals and Administrative Invalidation Proceedings of Industrial Designs, Contracts and Other Registrations (CORED) is the responsibility of the General Coordination of Appeals and Administrative Invalidation Proceedings (CGREC) responsible, amongst other duties, for the examination and technical instigation of appeals and administrative invalidation proceedings regarding industrial design registrations brought in the form of legislation in force and the issuance of opinions about the technical subject matter raised, with a view to providing the subsidies required for a decision by the President of the INPI. CORED also works on drawing up technical opinions, so as to subsidies the Specialized Attorney-general with the INPI on bringing judicial actions.

7.2 Appeals

The right of appeal against the rejection of an application is ensured under the terms of art. 212 of the LPI:

Article 212. In the absence of express provisions to the contrary, appeals may be filed against decisions provided for in this law, within a period of 60 (sixty) days.

§ 1. Appeals will be received with suspensive and full devolutive effects, all provisions pertinent to examination in the first instance, in so far as they are applicable, being applied.

§ 2. An appeal can not be filed against a decision which determines the definitive shelving of an application for a patent or for a design registration or against that which allows an application for a patent, a certificate of addition or the registration of a mark.

§ 3. The appeals will be decided by the President of INPI, thus ending the administrative instance.

7.2.1 Appeal against a decision to reject based on art. 100 of the LPI

An appeal may also be lodged when an application is rejected under the terms of art. 100, sections I and II, of the LPI, which stipulates as follows:

Article 100. An industrial design is not registrable for:

I. that which is contrary to morals and good customs or which offends the honour or image of people or is contrary to the liberty of conscience, belief, religious cults or ideas and feelings worthy of respect and veneration.

II. the necessary common or ordinary shape of an object or, further, that which is determined essentially by technical or functional considerations.

Appeals against rejection under the terms of article 100 must provide arguments with direct references to the industrial design whose application is rejected which are capable of rebutting the grounds for the rejection.

7.2.2 Appeal against decision that determined the division of the application

Any rejection decision is based on a failure to comply with the provisions of art. 104 of the LPI. This derives from unsatisfactory compliance with a technical demand for division of the registration application and/or the failure to provide arguments which called into question said demand.

In the event that an appeal is lodged, the appellant must put forward convincing arguments and elements of conviction capable of reversing the decision at first instance, describing how it wishes to divide the applications and submitting complete sets of the images of the future applications that must derive from the division. If the examiner at second instance believes that the appeal managed to resolve the issue, the reversal of the decision shall be suggested to the President of the INPI, with the attendant continuance of the act and division of applications, subject to the depositing of registration applications within 60 (sixty) days, calculated as from the publication of the reversal decision at the RPI. Any applications deriving from division must be protocolised in accordance with the precise parameters contained in the appeal document.

An appeal may also be lodged against a decision that determined the division of the applications based on the allegation that the

configuration variations submitted in the registration application are endowed with the same preponderant distinctive characteristic. The second administrative instance may accept the allegations and suggest to the President of the INPI that the application should not be divided. Once the decision has been published under these terms, the registration application shall continue normally.

7.2.3 Appeal deriving from unsatisfactory compliance with a technical demand

Any rejection owing to unsatisfactory compliance with the demand is legally based on a violation of sections II, III or IV of art. 101 and/or art. 104, combined with art. 106, heading, of the LPI. The request for an industrial design registration application must observe the guidelines set out in the present manual and in any other normative acts in force which regulate the matter regarding the submission of drawings or photos.

In the event of unsatisfactory compliance with a demand made for the adaptation or completion of drawings or photos, the industrial design registration application shall be rejected and this decision may be appealed against. The appellant must avail itself of the procedural timeliness of art. 212 of the LPI to promote the rectification of administrative acts, correctly complying with the demand.

Even if the rejection decision has been brought about by technical issues related with just one image, the appeal must be provided with a new complete set of images in accordance with item 5.2 Technical examination analysis stages.

7.3 Administrative invalidity procedure

An industrial design registration granted which does not comply with the provisions of the Industrial Property Act shall be deemed null and void.

Registration invalidity shall be declared in administrative terms when it has been granted with an infringement of arts. 94 to 98 of the LPI.

The invalidity process may be instigated ex officio or through a petition by anyone with a legitimate interest within 5 (five) years as from granting the registration, with the exception of that possibility foreseen in the sole paragraph of art. 111 of the LPI. The petition or instigation ex officio shall suspend the effects of the granting of the registration if presented or published within

60 (sixty) days after the granting.

The holder shall be summonsed to make his opinion known within 60 (sixty) days after the publication date. It must thus put forward such arguments and supporting documents as it deems sufficient to put into effect the maintenance of the validity of the registration. Whether or not it makes its opinion known, once the timeframe stated in the previous article has elapsed, the INPI shall issue an opinion, summonsing the holder and the applicant to make their opinions known within the same term of 60 (sixty) days.

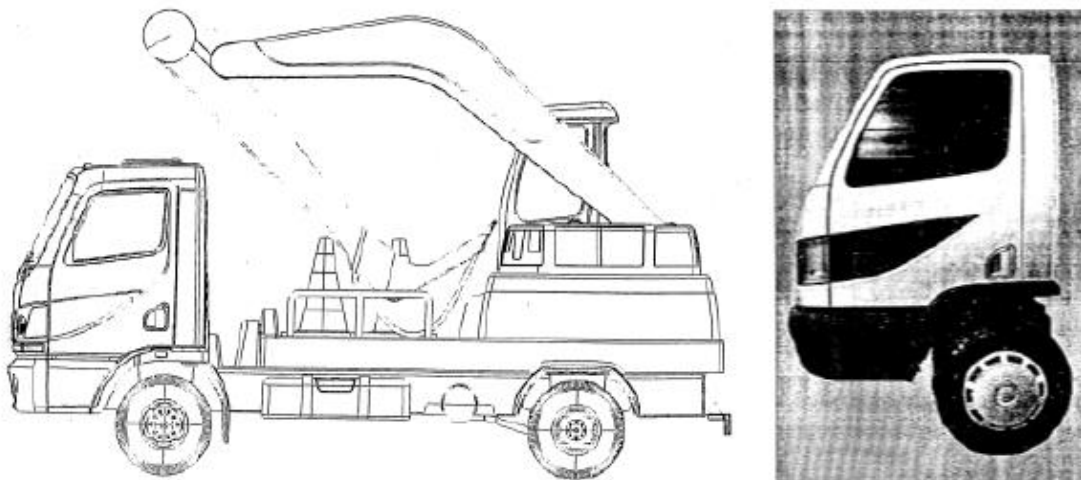
Once said timeframe has elapsed, even if the opinions have not been submitted, the procedure shall be decided by the President of the INPI, closing the administrative instance.

The invalidity procedure shall continue, even if the registration has been extinguished.

7.4 Examination of appeals and administrative nullities

In accordance with arts. 95, 96 and 97 of the LPI, novelty and originality are gauged, respectively, in relation to the state-of-the-art and prior objects. It is thus not necessary for a prior art, in order to be deemed impeditive, to belong to the same class of products or market niche as the registration under examination.

If the incorporation of the ornamental plastic form occurs in its entirety, without adding any elements and without any distinctive features, the registration shall be subject to the applicable administrative invalidity procedure, whereafter it shall be declared null and void based on the provisions of arts. 95 and 97 of the LPI.

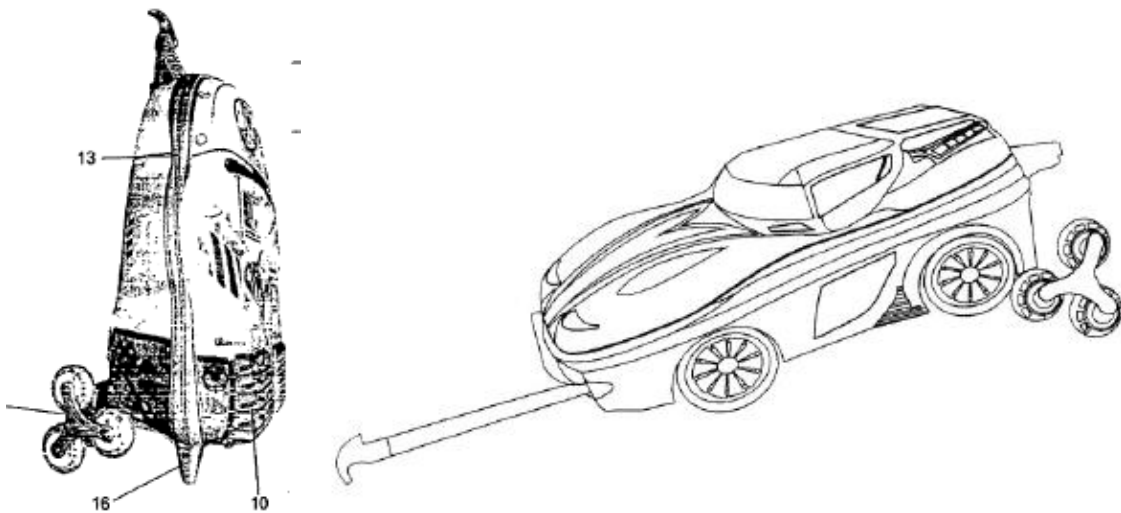


Ref.: DI 6403472-0 and DI 5900647-1.

Configuration applied to toy truck / vehicle.

The cab of DI 5900647-1, represented on the right (belonging to the vehicles' class) is reproduced in its entirety in DI 6403472-0, on the left (belonging to the toys' class).

If the reproduction of the ornamental plastic form only occurs partially, but the configuration of the industrial design is distinctive with regard to the prior object, the original registration shall be considered.

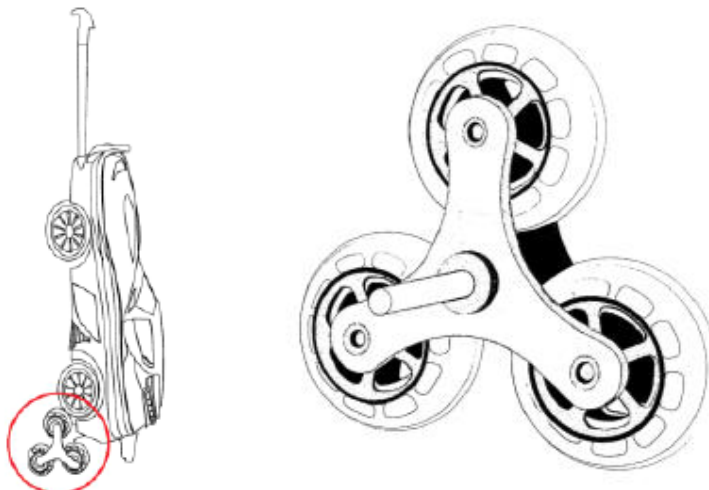


Ref.: DI 6902681-5 and DI 6804145-4.

Configuration applied to bag / satchel.

Even if there is partial reproduction of the object, the configuration may be regarded as original.

If the reproduction of the ornamental plastic form is fully achieved, even if by means of adding other elements, the resulting object shall be subject to the applicable administrative invalidity process, in view of the fact that it incorporates a prior industrial design registered by third parties.



Ref.: DI 6902681-5 and DI 6803994-8.

Configuration applied to bag / triple caster.

The industrial design of the bag (on the left) incorporates a prior
caster registered by third parties.

8 Transfer of rights

The ownership of applications and registrations of industrial designs may be transferred, wholly or partially, either at the wishes of the holder or by judicial decision.

In the case of voluntary transfers, the following may be listed: transfer by assignment, transfer through incorporation or merger, transfer through split, transfer by legitimate succession, transfer owing to bankruptcy and annotation of the inclusion or exclusion of joint owners or applicants for registrations or registration applications.

To request an ownership transfer annotation, generated by any of the types set out above, a petition must be protocolised, by way of receipt of a GRU under service code 114 (one GRU for each alteration), preferably by way of an electronic request.

When requesting transfer, the requirements inherent in each of the types provided for and mentioned above must be observed.

How to request the service	
Service:	Holder Transfer Annotation
Code	114

8.1 Transfer by assignment

Transfer by assignment applies to those cases in which a natural person or legal person, called the assignor, transfers its rights to industrial design applications or registrations by means of an assignment instrument, to another natural person or legal person, called the assignee.

The request for the transfer of ownership by assignment annotation must include originals or copies of the following documents:

- duly completed transfer request (on paper or electronically);
- proof of payment of attendant fee;
- instrument proving assignment, which must contain the complete qualification of the assignor and the assignee and their respective signatures, clearly informing whether the assignment is total or partial;
- power of attorney granted by the last holder involved in the transfer; and
- uncertified translation of documents in a foreign language, with consular legalization not being required.

8.2 Transfer by incorporation or merger

Incorporation is an operation which occurs when one or more companies are absorbed by another, which succeeds it in all its rights and obligations, which includes any rights to industrial design applications or registrations. Merger, in turn, is an operation which occurs when two or more companies join to form a new company, which also succeeds it in all its rights and obligations.

To officially register the transfer by incorporation or merger, the following documents are required:

- duly completed transfer request (on paper or electronically);
- proof of payment of attendant fee;
- acts of incorporation or acts pertaining to the merger and articles of association of the new company, registered with the competent body;
- power of attorney granted by the last holder involved in the transfer; and
- uncertified translation of documents in a foreign language, with consular legalization not being required.

8.3 Transfer by split

A split is an operation whereby the company transfers parts of its assets to one or more companies, formed for this purpose or already existing, dissolving the split company if there is an inventory of all its assets, or dividing up its capital if the split is partial (art. 229 of Act no. 6,404/1976).

The transfer of ownership of the industrial design application or registration may occur based on a split. To this end, the applicant must submit the documentary evidence of the operation, registered by the competent body.

To officially register the transfer of rights through a split, the following documents are required:

- duly completed transfer request (on paper or electronically);
- proof of payment of attendant fee;
- acts of split and articles of association of the new company, registered with the competent body;
- power of attorney of the assignee, where applicable; and
- uncertified translation of documents in a foreign language, with consular legalization not being required.

8.4 Transfer through legitimate succession or through a will

Transfer through legitimate succession or through a will occurs when the industrial design applications or registrations are transferred owing to the separation of property. In these cases, the submission of authorization by the other joint owners or applicants is not required.

To officially register the transfer of rights based on succession, the following documents are required:

- duly completed transfer request (on paper or electronically);
- proof of payment of attendant fee;
- official documents proving the transfer through legitimate succession or through a will;
- power of attorney of the assignee, where applicable; and
- uncertified translation of documents in a foreign language, with consular legalization not being required.

8.5 Transfer owing to bankruptcy

Industrial design applications or registrations are assets which may form part of bankrupt estate and may be transferred by way of a judicial decision.

To promote the transfer of the registration application or the industrial design registration included in the universality of bankrupt estate, the following documents must be submitted:

- duly completed request for transfer;
- proof of payment of attendant fee;
- a court order authorizing the assignment of rights pertaining to the industrial design application or registration;
- assignment document duly signed by the trustee of the estate or by the court guardian, also observing any other legal formalities; and
- power of attorney of the assignee, where applicable.

8.6 Annotation of inclusion or exclusion of joint owners or applicants for registrations or registration applications

The annotation of inclusion or exclusion of joint owners or applicants for registrations or registration applications applies to those cases in which a natural person or legal person recognizes its forgetfulness or error at the time of protocolising the application and decides to correct, at any time, this misunderstanding.

The request for inclusion or exclusion of joint owners or applicants

for registrations or registration applications must include originals or copies of the following documents:

- duly completed transfer request (on paper or electronically);
- proof of payment of attendant fee;
- instrument in which the error or misunderstanding at the time of protocolisation of the application is recognized and the request for inclusion or exclusion of the holder, signed by all those holders already registered on our data base or carried out by a duly formed proxy, empowered to represent all the applicants;
- uncertified translation of documents in a foreign language, with consular legalization not being required.

8.7 Transfer owing to extinguishing of the legal person

The extinguishing of the legal person is not, per se, a reason to determine the extinguishing of the industrial design registration. Hence, it is possible to transfer the registration of the extinguished legal person to the partner to whom said asset pertains in accordance with the company liquidation instrument. The following document must be submitted:

- duly completed transfer request (on paper or electronically);
- proof of payment of attendant fee;
- company liquidation instrument (which shall include the assets left by the Legal Person and, accordingly, its allocations) after its extinguishing and the deregistration of the articles of association at the Commercial Registry;
- power of attorney of the assignee, where applicable.

8.8 Analysis of the transfer request

The analysis of the transfer request shall only be started after formal verification of payment of the fee due. This verification shall analyze whether:

- a) The payment pertaining to the service was carried out before the sending of the petition.
- b) The GRU was generated with the correct service code and with the amount which matches the registration of the party concerned (assignee).
- c) There is only one slip for each transfer request submitted.

If payment has not been made by the date of sending the transfer request, this shall not be considered owing to payment failure. If the slip was generated for the wrong service or for an amount lower than that due, a demand shall be made to complement the amount. The

failure to consider the petition and the demand to complete the amount shall be published in the RPI.

If the demand is not met within 60 (sixty) days, as from the publication at the RPI, the petition shall be shelved.

8.8.1 Stages of transfer request examination

The transfer request examination includes two basic stages:

Verification of the status of the application or registration to be transferred

The status of the processes involved in the transfer is verified to see whether there will be any immediate decision in the request or whether the petition will continue with the examination.

a) Applications or registrations with unresolved legal issues:

In the event that an application or registration listed in the transfer request is in the situation sub judice, with blocking, attachment or any encumbrance, its transfer shall be suspended until removal of the impediment, by way of a judicial communication, or brought by the party concerned with the necessary documentary evidence.

b) Any applications shelved, regarded as non-existent, extinguished registrations or registrations rendered null and void:

In these cases, the transfer request shall be prejudiced.

c) Applications or registrations in other situations:

If the application or registration is not in any of the aforementioned situations, the transfer examination shall go ahead, moving on to the next stage of verifications.

Verification of basic requirements pertaining to the transfer request

At this stage, the following procedures are verified:

a) If the party acting as the assignor is empowered to request the transfer.

b) If the documentation (original or copy) requested in the transfer procedures has been properly submitted, in accordance with each type of transfer: by assignment, through incorporation or merger, through a split, owing to legitimate succession or a will and owing to bankruptcy.

c) Whether, the assignment document states the following: the assignor and the assignee or its representatives, respectively qualified, where applicable; the respective signatures; the industrial design registration or application number and the information as to whether the assignment is total or partial.

d) If there has been payment of the fee owed, in accordance with item 3.4 Payment of GRU.

This stage may result in the drawing up of a demand with a view to:

- The applicant submitting or complementing the necessary documentation;
- Completing the fee due; and/or
- The applicant providing clarifications or submitting the relevant documentation when there is any doubt as to the powers of whosoever is the assignor of the industrial design.

Verification of the powers of whosoever assigns the industrial design

The legitimacy of the signatories is verified in the Articles of Incorporation, when submitted, or through the capacities declared in the assignment document (e.g.: "manager", "president", "managing partner", inter alia). If this applicant is some other party in the procedural relationship, the petition will be rejected.

When any of the clauses of the Articles of Incorporation states that the disposal or acquisition of the assets must be carried out with "the endorsement of the partners" or "by way of the minutes of the deliberation", it shall be verified that there is documentary evidence of the contents of the clause, making a demand for the evidence if it is missing.

The publication of any demands shall be carried out at the RPI, with the applicant having a term of 60 (sixty) days to comply with or challenge the demand, failing which the transfer request will be shelved.

Once the transfer has been made and published in the Industrial Property Magazine, it is incumbent upon the assignee to comply with any demand made in the industrial design application or registration in question.

Individual businessman with extinguished registration

In accordance with Opinion AGU/PGF/PFE/INPI/COOPI no. 25/2013, a individual businessman with an extinguished registration has the legal capacity to assign and transfer the industrial design application or registration if the assets of a individual businessman are confused with those of the natural person.

8.9 Analysis of transfer owing to court decision

The transfer annotations deriving from the court decision shall be complied with forthwith, under a pre-notation regime, irrespective of the existence of any petition having been formally submitted by

the assignee and of the prior payment of the attendant fee, in other words, the court decision to transfer shall be published in RPI. However, in order for there to be an alteration in the system registration and so that the process can receive the publication pertaining to the transfer annotation, it will be necessary for the assignee (new holder) to protocolise, under service code 114, the holder transfer of annotation, preferably by means of an electronic request, along with the necessary documents described in this manual. The transfer annotation deriving from any judicial determination or from a judicial auction letter shall be enforced in accordance with the previous paragraph, even if there are limitations or encumbrances entered previously on the industrial design registration application or registration.

The INPI shall only proceed with annotation if the asset has been properly individualized, with the process number and industrial design number, and if the assignee has been duly identified, with its registration number at the CNPJ/CPF-MF, if a national, and full name and address, if a foreigner.

The INPI shall publish, through the RPI, any court decisions whose object is the acknowledgement of the decision or judgment.

8.10 Applicable dispatches

Demand

Its purpose is to rectify any doubts, omissions or divergences about the documentation which is relevant to the examination of the transfer.

Approval

If all the legal requirements for its registration have been met, the transfer request is approved.

Rejection

This occurs in those cases in which the legal requirements are not met for registration of the transfer.

Shelving of the petition

Any petitions protocolised by way of a proxy whose mandate instrument has not been submitted within up to 60 (sixty) days after the protocol date shall be shelved, as well as any petitions that have generated demands which were not met by the deadline.

Decision not to consider the petition

Any petitions protocolised outside the legal timeframe, not accompanied by legal grounds or without any proof of payment shall not be considered.

Decision to prejudice petition owing to lack of object

If the applications or registrations listed in the assignment instrument are, respectively, rejected without lodging any appeal or extinguished, the examination of the transfer request shall be prejudiced owing to a lack of object. The same applies to cases in which the transfer service requested has already been dealt with previously, with publication in the RPI.

9 Miscellaneous annotations and alterations

The INPI shall carry out annotations with regard to any alterations occurring to the bibliographic data of the holder (name, business name or address). Any alterations related with the encumbrances, rights' restrictions or onuses incumbent on the application or registration shall also be annotated on the body's register.

These annotations shall start to take effect, with regard to third parties, as from their publication in the RPI.

9.1 Alteration to the industrial design

The drawings or photos define the scope of protection of the registration, hence, as a general rule, the industrial design must not have its scope altered after the deposit of the registration application. Any modifications aimed at correcting irregularities in the figures and/or a better viewing of the industrial design may be accepted provided that they do not alter the initial scope of protection.

9.2 Alteration to the name, business name, registered office or address

The holder of the industrial design application or registration may request, at any time, a change to the name, registered office or address from the INPI, by way of a protocolised petition under service code 113.

When there is an alteration to the business name along with the registered office/address, the annotation of the alterations must be requested through the payment of a single GRU and the submission of the form containing the two alterations.

To change any information on the register pertaining to the name/business name, registered office and address, the applicant must observe the following:

- a) The name and address shown on the registration of the e-INPI upon generation of the Brazilian Federal Revenue collection slip (GRU) which originates the industrial design registration application shall be the same ones that shall be set out on the application or in the future and potential registration, as well as on the certificates and official documents related therewith.
- b) Any applications or registrations that have been protocolised before the changes in the e-INPI system may only have the name, business name, registered office or address of the applicant or holder altered by way of the submission of a specific petition

stated above and the respective payment of fee.

When the alteration refers to the name or business name of the applicant or holder, an official, specific document must be submitted, proving the change in name/business name.

When the alteration refers to the address of registered office, a simple declaration by the party concerned shall suffice.

In the case of documents in a foreign language, an uncertified translation must be submitted.

If there is any inconsistency in the change request, a demand shall be made, which must be complied with within 60 (sixty) calendar days after the date of its publication at the RPI.

Annotations pertaining to the name/business name, registered office or address shall be published at the RPI.

If it is the case that the party requesting the change maintains a proxy at the INPI, a power of attorney must be submitted with the updated data of the holder.

Petitions pertaining to annotations of changes in name and/or registered office shall be prejudiced when:

- a) The industrial design application or registration has been shelved, rejected or extinguished, or if it is deemed to be non-existent or declared null and void.
- b) If there are change requests subsequent to one that has already been published, with the same demands.

How to request the service	
Service:	Change of name, company name, registered office and/or address
Code	113

9.3 Applicable dispatches

Demand

Its purpose is to rectify any doubts, omissions or divergences about the documentation which is relevant to the examination of the change.

Approval

If all the legal requirements for its registration have been met, the change request is approved.

Rejection

This occurs in those cases in which the legal requirements are not met for registration of the change.

Shelving of the petition

Any petitions protocolised by way of a proxy whose mandate

instrument has not been submitted within up to 60 (sixty) days after the protocol date shall be shelved, as well as any petitions that have generated demands which were not met by the deadline.

Decision not to consider the petition

Any petitions protocolised outside the legal timeframe, not accompanied by legal grounds or without any proof of payment shall not be considered.

Decision to prejudice petition owing to lack of object

If the applications or registrations listed in the assignment instrument are, respectively, rejected without lodging any appeal or extinguished, the examination of the change request shall be prejudiced owing to a lack of object. The same applies to cases in which the change service requested has already been dealt with previously, with publication in the RPI.

10 Other services

Other services pertaining to industrial design, such as certificates, copies and rectifications.

10.1 Certificate of acts pertaining to the process

The certificate of acts pertaining to the process is an official document issued by the INPI in which the process history is submitted.

The certificate may be requested at any time, by way of a GRU 115 protocol, preferably through an electronic request.

Certificates of acts pertaining to the process shall be made available by Delivery in the search tool on the industrial design data base. Access must be gained using the same login as that used in the generation of the GRU requesting the service, ensuring that only the applicant shall have access to the document.

The decisions' history in the process may also be consulted at any time, free-of-charge, at the INPI portal, by searching the industrial design database.

How to request the service	
Service:	Certificate of acts pertaining to the process
Code	115

10.2 Certificate of holder search

The certificate of holder search sets out to submit a report on all the applications and registrations contained on the INPI data bank in the name of the informed holder in the search request.

Although the INPI also offers a free search option at its portal, it is possible to request an official search certificate issued by the body. This service is rendered upon paying the specific charge and it must be requested via service code 116 of the Fees' Table. The request must be protocolised, preferably by means of an electronic request.

The search certificate is issued on paper for the city where it was protocolised or, in the event of an electronic request, for the regional area nearest the city of the applicant.

How to request the service	
Service:	Holder Search Certificate
Code	116

10.3 Rectification of bibliographic data

The user may request the rectification of incorrect data, either owing to a failure by the user or the INPI.

10.3.1 Rectification of data owing to user failure

If any mistake has been made when filling in the form that has resulted in the publication of incorrect data, the user must submit a petition called "Other petitions - Clarifications", under code 125 of the Fees' Table.

How to request the service	
Service:	Other Petitions
Code	125

10.3.2 Rectification of data owing to INPI failure

In the event of any failure in the publication of the application or registration at the RPI, the user may submit a data rectification request owing to INPI failure, under code 126 of the Fees' Table, within 60 (sixty) days, calculated as from the act that gave rise to the error.

This petition is free-of-charge and must only be used in those cases in which the fault is of the INPI. Having recognized the fault, the INPI shall correct the data in the system and shall publish, where applicable, rectification at the RPI.

How to request the service	
Service:	Error Correction Request for INPI Failure
Code	126

10.4 Copy of documents

Any interested party may request copies of the documents set out on the INPI data base, provided that they are not confidential.

10.4.1 Official Copy

The holder may request the official copy of an industrial design application or registration by means of fee and submission of a specific petition under code 118 of the Fees' Table.

If the deposit application has been regarded as non-existent, the request for an official copy will be prejudiced. The official copy shall be provided on paper and it shall be issued for receipt where the request was protocolised, or in the case of an electronic

request, for the regional area nearest the city of the holder or, where applicable, of the proxy.

How to request the service	
Service:	Official copy for Unionist Priority Claim
Code	118
Service:	Official copy for Unionist Priority Claim
Code	118

10.4.2 Request for photocopy

After publication of the decision registration application, third parties may request photocopies of the industrial designs. In this way, it is possible to request a photocopy of parts of a process and/or of the complete process.

Any interested party may request copies of applications, petitions and opinions on the industrial design by means of a specific petition on paper or an electronic request, under service codes 825 (sworn copy) and 824 (uncertified copies), in accordance with that set out in the Fees' Table.

After generating the slip number (for the electronic service), access the Electronic Request to commence the petition. Access using the same login and password as those used to generate the GRU.

It is important to remember that user registration in the e-INPI system must always be up-to-date, including with e-mail data, since the electronic address will be used to contact when there is a need for an additional fee.

If there is a need for an additional amount, an e-mail shall be sent to the registered address, stating the amount to be added, which must be answered with an attached copy of the additional payment slip. The additional payment slip must be generated using service code 800 for the informed amount in accordance with the number of pages of the copy.

Uncertified photocopy applications will be carried out using the Delivery tool, with the exception of copies that generate files larger than 10MB. These will be provided on paper at the reception where the application was protocolised or, in the event of an electronic request, in the regional area nearest the city of the holder or, where applicable, of the proxy.

Sworn photocopy requests will be dealt with on paper. The documents will be sent to the reception where the application was protocolised

or, in the event of an electronic request, to the regional one nearest the city of the holder or, where applicable, of the proxy. When the additional payment e-mail is not answered within 10 days, the photocopy application shall be shelved.

How to request the service	
Service:	Simple reprographic copy - Industrial Design
Code	824
Service:	Certified reprographic copy - Industrial Design
Code	825