

Notes To The Request Form PCT/RO/101

The 'Article', 'Rule' and 'Section' refer to the provisions of the PCT, the PCT Regulations and the PCT Administrative Instructions, respectively.

- 1. Names :** Names of natural persons shall be indicated by the person's family name and given name ; the family name (preferably in capital letter) must be indicated before the given name e.g. ALI, Muhamad ; TAN, Kim Hock ; JONES, Mary. Academic degrees, titles or other indications e.g. Dr., Mr., Mrs., etc., must be omitted. [Rule 4.4]
- 2. Indication Whether A Person Is Applicant and/or Inventor:** It is possible to indicate different applicants for the purposes of different designated States. At least one of all the applicants named must be a national or resident of a PCT Contracting State for which the receiving office acts, irrespective of the designated States (for the purposes of which that applicant is named.) [Rules 4.5(d), 18.3 and 19.2]
- 3. Declarations Containing Standardized Wording :** The request may contain one or more declarations which must conform to the standardized wording provided for in Section 211 to 215, and which must be set forth in Boxes Nos. VIII(i) to (v). Where any such declarations are included, the appropriate check-boxes in Box No. VIII should be marked and the number of each type of declaration should indicated in the right-hand column. [Rules 4.1(c)(iii) and 4.17]
- 4. Appointment of Agent:** The appointment of an agent may be effected by designating the agent in Box IV and by the applicant signing a separate power of attorney. If the power of attorney is not signed, the power of attorney will be considered non-existent unless the defect is corrected. [Rules 90.4 & 90.5 & Section 106]
- 5. Dates :** Dates must be indicated by the Arabic number of the day, the name of the month and the Arabic number of the year, the date should be repeated in parentheses e.g. 16 August 2006 (16.08.2006) or 16 August 2006 (16/08/2006) or 16 August 2006 (16-08-2006). [Section 110]
- 6. Certified Copy of Earlier Application:** A certified copy of earlier application the priority of which is claimed (priority document) must be submitted to the International Bureau before the expiration of 16 months from the priority date. The request may be made by marking the applicable check-boxes which identify the respective documents, and the applicant must pay the fee for priority document. MyIPO will prepare and transmit the priority document to the International Bureau. [Rule 17.1]

For more detailed information, see the PCT Applicant's Guide at WIPO's website:
www.wipo.int/pct/en/index.html