

Trademarks Checklist

We require the following from you for filing a trademark application:	Checklist
• Name of Applicant;	
• Address of Applicant;	
• Designation of Applicant’s signatory;	
• NRIC / Passport No. Applicant’s signatory;	
• The representation of the mark;	
• The products and services you would like covered and their International specification (if known; if not just tell us how you intend to use the mark in your business and we will attend to the specification and classification);	
• Whether you will be claiming convention priority (we can advise you further on this);	
• Whether you will be using the trademark directly or via a third party or a subsidiary	
• Prescribed fee.	

• TM1 – authorisation of agent form (Please ensure it is executed by an authorised personnel at your company where indicated)

Note:
The above form is included in this document for your convenience. We will attend to and complete the other forms for your execution after receipt of instructions.

Within 3 months from the application date, please forward or return to us:

- The relevant certified true copy of the priority document (if convention priority is claimed).
- The Statutory Declaration form- to be executed where indicated by the Applicant that he is the owner of the proposed trademark.

Claim to priority of Convention Application

A person who has filed a trademark application in Malaysia, has a right to claim priority of the Malaysian application for the same trademark, for some or all of the goods and services, for six months from the filing date of the Malaysian application; and vice versa.

INTELLECTUAL PROPERTY DIVISION – TRADE MARK

TRADE MARKS REGISTRY

**TRADE MARKS ACT 1976
TRADE MARKS REGULATIONS 1997**

TM 1

**FORM OF AUTHORISATION AND
REQUEST TO ENTER, ALTER OR SUBSTITUTE AN ADDRESS FOR SERVICE**

This form must be filed whenever an agent is appointed or when one agent is substituted for another.

(Subregulations 10(1), 10(2), 10(3) and 11(2))

1. Trade mark No. :	<input type="text"/>
2. Class :	<input type="text"/>
3. Full name and address of proprietor:	
4. Full name and address of agent (if any) :	
c/o ADVANZ FIDELIS <small>PATENTS TRADEMARKS COPYRIGHT INDUSTRIAL DESIGNS</small> Sdn. Bhd. Suite 609, Block D Phileo Damansara 1 No. 9, Jalan 16/11, 46350 Petaling Jaya, Selangor Darul Ehsan, Malaysia	
5. Agent's registration no. (if known) :	
6. Agent's own reference :	
7. I request that all communications concerning the above trade mark be sent to the address indicated, which is the address for service.	
<i>Note : Enter (3) or (4) as appropriate in the box. An address for service must be in Malaysia. The full postal addresses of the parties must be given</i>	
<input type="text" value="4"/>	
Signature :	
Name of signatory (in block letters) :	
Date:	