

Announcement of the State Intellectual Property Office

(No. 229)

To strengthen the administration of patent fee reduction (hereinafter referred to as “ patent fee reduction ”) and simplify the handling procedures, the SIPO develops a patent fee reduction record-keeping system, and hereby adjusts the way of handling patent fee reduction-related affairs, and makes relevant matters public as follows:

I. Applicants or patent owners handle record-keeping formalities in the patent fee reduction record-keeping system and, if examined to be qualified, apply for patent or pay the patent fee within a natural year, and may request reduction of relevant fees according to the provisions of *Measures on Patent Fee Reduction* without the need to submit certifying materials. The *Measures on Patent Fee Reduction* will be implemented as of September 1, 2016.

II. As of August 1, 2016, applicants or patent owners can handle record-keeping formalities in the patent fee reduction record-keeping system, and from September 1, 2016 (including) on, all patent fee reduction affairs must be recorded in the patent fee reduction record-keeping system. By then, the SIPO will stop handling patent fee reduction affairs in paper form. It is noteworthy that handling patent fee reduction affairs before August 31, 2016 still necessitates submission of *Letter of Request for Patent Fee Mitigation* and relevant documents according to the existing requirements on patent fee reduction.

III. From September 1, 2016 (including) on, there will be adaptive adjustment of the patent application and *Letter of Request for Patent Fee Mitigation* that goes along with it; where an applicant applies for patent fee reduction when submitting the patent application, he/she needs to check “ Request for patent fee reduction, with patent fee reduction qualification record-keeping completed ” in the patent application, and fill the number of title patent fee reduction record-keeping certificate; where an applicant or a patent owner requests patent fee reduction after the date of application, he/she needs to submit *Letter of Request for Patent Fee Mitigation* (for submission of application after the application day) and fill the number of patent fee reduction record-keeping certificate.

IV. The login address of the patent fee reduction record-keeping system is <http://cpservice.sipo.gov.cn>; registered users for online application may use their users' names for online application to log in, and registered



users not for online application need to register a public user name to log in; the “Help” file in the patent fee reduction record-keeping system provides operation manual and training course for downloading.

In need of any help when handling patent fee reduction affairs, applicants or patent owners may dial the phone number of the SIPO Service Center: 010- 62085588/5599.

An announcement is hereby made.

State Intellectual Property Office

August 10, 2016