

Maintaining a design

Once your design is registered, it is your responsibility to ensure that it does not expire and that the design details are up to date. Use our [online renewal service](#) to keep your design from expiring.

In addition, you need to let IPONZ know when your design details change including changes of name, address and ownership. If you're a registered user of our online services you can save time and postage by sending in your requests through our [online correspondence service](#).

Once you have submitted an application or correspondence you can keep up-to-date with its progress through our View IP History service.

[VIEW NOW](#)

Renewing your design

You can [renew a design online](#) or by post.

A design is initially registered for five years. Renewal fees are then due at five and ten years from the application date. The full term of 15 years cannot be extended.

NOTE: it is not possible to restore a lapsed design to the Register if the renewal fee is not paid within six months of the due date.

Renewing your design online

Choose one of the following to get started:

1. If you are a registered user of our online services, LOGIN, select Renewals in the left hand menu bar, and then Design Renewals, or
2. Supply your contact details to become a registered user (click REGISTER on the top right hand menu bar) and complete the online form . Once you've registered, LOGIN and select Renewals in the left hand menu bar, then Design Renewals
3. If you are a casual user and do not use the site frequently, it is not necessary for you to become a registered user to renew your design. Go directly to [Design Renewals](#).

Making a renewal payment

If you have logged in, you can enter in your own reference for the renewal session in the "Renewal Reference" field.

If you are a casual user, this field will not appear.

Enter the individual design number(s) in the fields provided. Once you have checked the renewal form click SAVE at the top of the screen. The payment details and options will display.

If you are logged in and have a direct debit facility loaded to your account you can choose the CHARGE ACCOUNT option for payment. Otherwise, select PAY BY CARD and complete the credit card details. Include your email address if you wish to receive a tax invoice.

Once your application has been submitted you will receive an invoice confirming payment of the renewal fee.

If you need more help than the quick guide above use the HELP button in the top menu of the Design Renewals screen for assistance with making an online payment.

If you need to speak to a client services advisor, please contact us.

[RENEW NOW](#)

Renewing your design by post

Download and complete [the appropriate form](#):

[DN 12 - Renewal of Registration \(2nd Period\)](#)

[DN 13 - Renewal of Registration \(3rd Period\)](#)

Please enclose [the relevant fee](#) and post your form. For our postal details and assistance, [contact us](#).

What happens if I forget to pay my renewal fee?

If you fail to pay your renewal fee within six months of the renewal date your design will be removed from the Register of Designs. It is not possible to restore a lapsed design to the Register if the renewal fee is not paid within six months of the due date.

Updating your design details

A range of information is held for each design on the New Zealand Designs Register. Included are ownership details, addresses and design reference numbers. As these details change it is important to ensure that the Register is updated to accurately reflect the business situation.

What do I need to do?

Send IPONZ notice in writing of any change of address or owner. The new owner of a design must make a "change of ownership" application to IPONZ. Forms 15, 18, 19 and 20 may be used to make the following changes:

- Form 15 - Enter a new owner
- Form 18 - Remove claim of mortgagee/licencee
- Form 19 - Change of name of owner
- Form 20 - Change of address

These forms are available from the [forms and fees](#) section of our site or by [contacting us](#). To file your changes online - complete the form, LOGIN and submit the forms through the online correspondence facility.

To update your details by post - download and complete the relevant form and send it in. For our postal details and assistance please [contact us](#).

How do I sell or license my design?

Registered designs are bought, sold and licensed through a contract that should clearly define the terms and conditions of the ownership change. You are advised to seek legal advice when drafting your contract.

IPONZ does not assist in the drafting of contracts between parties, nor does it provide forms for the licensing of designs.

How do I show that my design is registered?

The article, or its packaging, may carry the words "Regd. NZ Design No" to prove registration. Note: It is an offence for anyone to falsely claim that they have a registered design.

What can I do if my design is copied?

You can advise the other party that you have a registered design and ask them to stop the action you see as infringing your copyright. If they do not stop, you may have to consider taking legal action.

We recommend that you do not threaten any legal action without seeking professional legal advice.

IPONZ cannot assist you if your design copyright is infringed.

Can my design be cancelled after it is granted?

Yes. It can be cancelled or rectified. The Commissioner and the High Court can cancel or rectify a registered design for a number of reasons, for example:

- The design was not new and original,
- The design was granted to a person who was not entitled to apply for it.

When a registered design is cancelled the owner loses the right to sole use of that design.