

Maintaining a patent

Once your patent has been granted, it is your responsibility to ensure that it does not lapse and that the patent details are up to date. Use our [online renewal service](#) to keep your patent from lapsing.

In addition you need to let IPONZ know when your patent 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](#).

To become a registered user [click here](#).

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 patent

You can [renew a patent online](#). Renewals can only be submitted for patents that have been granted and sealed and have not yet lapsed.

You are encouraged to pay the renewal fee before it falls due. Renewal fees are due in the 4th, 7th, 10th and 13th years of the patent (calculated from the filing date of the complete specification).

If you fail to pay a renewal fee your patent will be removed from the Register of Patents six months after the due date.

Renewing your patent online

1. If you are a registered user of our online services, **LOGIN**, select Renewals from the left hand menu bar, and then Patent Renewals, or
2. Supply your contact details to become a registered user (click **REGISTER** on 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 **Patent Renewals**, or
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 patent. Go directly to [Patent Renewals](#).

Making a renewal payment

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

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

Enter the patent 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 on 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 **Patent Renewals** screen.

If you need to speak to a Business Service Advisor, please [contact us](#).

[RENEW NOW](#)

Updating your patent details

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

What do you need to do?

Send us notice of:

- a change in ownership as soon as it occurs, and
- a change of name and/or address.

If the patent has yet to be granted please use form 22. For a request to record a change after the patent has been granted, please use form 62. You will also need to file evidence supporting any change in ownership. The relevant notification forms are [available online](#). Once complete the forms can be filed through our online correspondence facility.

Can my patent be restored to the register?

Under certain conditions it is possible to restore a lapsed patent if the renewal fee has not been paid.

You will have to:

- apply for restoration
- show that the failure to pay the renewal fee was unintentional, and
- show that there was no undue delay in applying for the restoration

An application form for restoration [is available here](#). You will need to supply evidence in support of an application for restoration in the form of either a statutory declaration or a sworn affidavit.

How do I sell or license my patent?

Patents can be bought, sold and licensed by way of a contract that defines the terms and conditions upon which you change ownership. You are advised to seek professional 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 patents.