

Request for a Certified Copy of Entry in the Register

Save time and postage – submit your completed form through our online correspondence service
www.iponz.govt.nz/online-services

1. Trade mark(s) details: *(Please state the trade mark(s) to which the request relates).*

Trade Mark Number	Description or Representation of the Trade Mark

2. Details of request:

(Please set out the particulars of the Register that you would like the Commissioner to certify).

3. Contact Details:

Full name _____

Address for communication

Presenter Details: *(if different from the contact details above)*

Name _____

Organisation _____

Address _____

Email _____

Telephone Number _____

Signed by:

 Name of owner/authorised person

 Signature of owner/authorised person

Dated this _____ of _____
 (day) (month) (year)



Request for a Certified Copy of Entry in the Register

Save time and postage – submit your completed form through our online correspondence service
www.iponz.govt.nz/online-services

The fee for filing a request for a certified copy is:

Fee	+ G.S.T (where applicable)	= Total Fee \$NZD
\$30.00	\$3.75	

Charge my MED account No: _____

Credit Card – Please complete the attached credit card authorisation form

Cheque – Please make cheques payable to the Ministry of Economic Development

Your receipt will be sent by email. Please tick this box if you would like your receipt by mail

Return your completed form:

Save time and postage – return your completed form through our online correspondence service www.iponz.govt.nz/online-services

By post to PO Box 9241
 Marion Square
 Wellington 6141
 New Zealand

By courier to 205 Victoria Street
 Wellington
 New Zealand

Credit Card Authorisation Form

You can apply, renew and file correspondence for patents, trade marks and designs online - www.iponz.govt.nz/online-services

Please complete this form and attach it to your documents if you wish to pay your fees by credit card.

Amount NZ\$

Card Number

Card Expiry Date

Month

Year

Name on card

Card Security Code*

*This field is optional. The card security code is a unique three or four digit, non embossed security number, associated to your credit card number. (This code is not used by Diners).

Visa/MasterCard

The three-digit card verification code (CVV or CVC2) is non embossed and typically printed on the signature panel of your card, immediately after the card's standard number. In some cases you may see the last 4 digits of your card number with the additional 3 digit security code following.

American Express

The card security code for your American Express card is a four-digit card identification number (CID or 4DBC) located on the front of your credit card, above your main credit card number.

Cardholder's Contact Details *(optional if provided with attached documents)*

Phone

E-mail

Cardholder's Signature _____

Your credit card details will be destroyed upon confirmation of authorisation of payment.

General enquiries please contact:

Intellectual Property Office of New Zealand
PO Box 9241, Wellington 6141, New Zealand

Telephone: 0508 4 IPONZ (447 669)
www.iponz.govt.nz/contact

