

## **MADRID AGREEMENT AND PROTOCOL CONCERNING THE INTERNATIONAL REGISTRATION OF MARKS**

### **WARNING**

1. The attention of the International Bureau of the World Intellectual Property Organization (WIPO) has been recently drawn to the fact that written communications, which bear a close resemblance to a WIPO official notification, are being addressed to the holders of international trademark registrations recorded under the Madrid system. Such communications, which are issued by third parties unrelated to WIPO, inform holders that the period of protection for their international trademark registrations is close to expiry, and invite them, against payment, to renew said registrations using their services. Whatever services might be offered in such communications, they are not associated to WIPO.
2. The International Bureau of WIPO would like to remind the holders of international trademark registrations and their representatives, that, as mandated by the Madrid Agreement Concerning the International Registration of Marks and the Protocol Relating to that Agreement, six months before expiration of the term of protection the International Bureau of WIPO sends to the holders and to their representatives an unofficial notice indicating the exact date of expiry. The International Bureau of WIPO does not use the services of intermediaries for sending said notices.
3. Requests for renewal of international trademark registrations should be submitted directly, by the holders or their representatives, to the International Bureau of WIPO or, if so desired, through the Office of the Contracting Party of the holder.
4. The request for renewal of an international trademark registration may be done on paper, by using the optional form available on the Internet site of the Madrid System at <http://www.wipo.int/madrid/en/forms/>, or by means of any communication giving the necessary information, namely, the international registration number concerned, the designated Contracting Parties for which the renewal is requested and the purpose of the payment. Renewal may also be effected online, using the E-renewal system, a secure interface available at [https://webaccess.wipo.int/trademarks\\_ren/erenewal\\_en.jsp](https://webaccess.wipo.int/trademarks_ren/erenewal_en.jsp).

5. Payment concerning the renewal of an international trademark registration should be made to the bank or postal accounts availed of by the International Bureau of WIPO for such purpose or through a current account opened with the International Bureau of WIPO. Information in this regard is contained in the optional form. If using the E-renewal system, either the current account or a credit card may be used for payment. Payment may also be made through the Office of the Contracting Party of the holder, only if such Office has accepted to collect and forward the fees to the International Bureau of WIPO.
  
6. The schedule of fees applicable to the renewal of international trademarks registrations is available on the Internet site of the Madrid System at <http://www.wipo.int/madrid/en/fees/sched.html>. Holders can easily determine the appropriate amounts of the renewal fees by using the fee calculator feature, also available on the said site at <http://www.wipo.int/madrid/en/fees/calculator.jsp>.
  
7. In case of doubt regarding any unsolicited communication relating to an international trademark registration or its renewal, **before signing a reply form or sending any payment**, please contact the International Bureau of WIPO directly by phone at +41 22 338 91 11 or by sending a message to the following electronic mail address: [madridlegal@wipo.int](mailto:madridlegal@wipo.int).

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