

Chapter I – Introduction

1. Overview

This current edition of Part A of the PCT-EPO Guidelines deals with filing requirements (Chapter A-II), fees (Chapter A-III), certain special provisions (Chapter A-IV), drawings (Chapter A-V) and certain formal requirements (Chapter A-VI). Other chapters relating to formalities will gradually be added in successive editions.

2. Purpose of Part A

Formalities officers should note that this Part A is intended to provide them with knowledge and background to help them carry out their functions in a uniform and expeditious manner. It provides guidance in addition to other relevant PCT legal sources, such as the PCT Administrative Instructions, the PCT Receiving Office Guidelines, the PCT International Search and Preliminary Examination Guidelines and the Euro-PCT Guide. In case of conflict, the PCT Administrative Instructions, the PCT Receiving Office Guidelines and the PCT International Search and Preliminary Examination Guidelines prevail.

3. Other Parts relating to formalities

It should be noted that information on the formal requirements for international (PCT) applications is not restricted to this Part A. Other chapters of the PCT-EPO Guidelines may also be necessary for the work carried out by formalities officers.