

 INTELLECTUAL PROPERTY OFFICE OF THE PHILIPPINES	Intellectual Property Office of The Philippines	Document No. IPOP HL-SOP-BOT-01-F10	
	Bureau of Trademarks	Rev. No. 00	
	REQUEST FOR EXTENSION OF TIME (Optional Form)	Issued by:	Date:

The Director of Trademarks

Intellectual Property Office
14/F Intellectual Property Center
No. 28 Upper McKinley Road
McKinley Hill Town Center
Fort Bonifacio, Taguig City 1634

Application No. : _____
 Trademark : _____
 Date Filed : _____
 Examiner : _____

Sir/Madam:

This is to request for extension of time to:

- ☐ A. File response to examiner's action.
- ☐ B. Submit copy of the foreign registration.
- ☐ C. Pay the Allowance/Publication for Opposition/Issuance and Second Publication Fee/s.
- ☐ D. Submit the Third-Year Declaration of Actual Use (DAU)/Declaration of Non-Use (DNU).
- ☐ E. File the petition or notice of appeal.

The reason/s for the request for extension is/are:

- ☐ Late receipt of the notice/official action
- ☐ Heavy workload/Lack of manpower
- ☐ Complexity of issue
- ☐ Unavailability of document/s
- ☐ Granted by the Trademark Regulations (For B, D and E)
- ☐ Others, please state _____

I/We will pay the corresponding extension fee.

I/We hope for your kind consideration and approval.

Very truly yours,

Applicant