**Patents Form 3**  
Patents Act 1977 (Rules 6 and 7)  
Late Additions and Declarations of Priority  
(See the notes on the back of this form)

1. Your reference: ____________

2. Patent application number ____________

3. Full name of the applicant or of each applicant  
   Patents ADP number (if you know it) ____________

4. Is the request being made under  
   (i) rule 7(2)  
   (ii) rule 6(2)  
   (to make a late declaration of priority)  
   (to make a late claim to priority)  
   Before completing this section please see the notes on the back of this form

5. If (i) above why was the declaration of priority not made within the period specified?  
   (Continue on a separate sheet of paper if necessary)  

6. Priority details  
   Enter here the details of the Priority application(s) being added or declared  
   Country  
   Application number  
   Date of filing (day/month/year)  

7. Signature ____________  
   Date ____________

---

Intellectual Property Office is an operating name of the Patent Office  
REV MAR 20  
PF3
This form is used either:
  i) to make a request for a late declaration of priority under Rule 7(2) of the Patents Rules 2007, or:
  ii) to make a late claim to priority after an application has been filed (Rule 6(2)).

In order to take either of these late actions you must apply within a specified period after the filing date of the priority application (the application from which you wish to claim priority). If you do not, then it will no longer be possible to make a claim to priority from that application. The following flow chart explains the time periods for making a late claim to priority and also indicates which of the two provisions outlined in part 4 of this form you should use to make your request.

If you need help to fill in this form or you have any questions, please contact the Office on 0300 300 2000.

When completing the form please write your answers in capital letters using black ink or you may type them. Once you have filled in the form remember to sign and date it.

** Along with this form you should also provide supporting evidence as to why the priority claim was not made within 12 months of the filing date of the priority application. The evidence should be submitted with this form. If it is not, the Office will set a deadline for submitting the evidence.

There are different fees for each type of late priority claim identified in part 4. For details of these fees and ways to pay, please contact the Office.

Data Privacy: https://www.gov.uk/government/organisations/intellectual-property-office/about/personal-information-charter
Fees and payment

To check the correct fee for this form, search on GOV.UK for ‘patent forms and fees’

Total Fee Paying (£) 

Your own reference (Optional) 

Your contact details should we have a query

Name 

Email 

Phone 

How would you like to pay?

Tick one

☐ Using a debit or credit card – you will need the internet to pay by card

1 Go to our secure website – https://fees.ipo.gov.uk/pay

2 Enter your name, email address and total amount to pay from above

3 As proof of payment, write below the 16-digit reference number displayed from the online payment screen.

DO NOT write your debit/credit card number

☐ Deduct from IPO deposit account

IPO deposit account number 

☐ Cheque – make payable to ‘Intellectual Property Office’

and please send to the address specified below.

☐ Bank transfer

Reference – use your IPO deposit account number if you have one or an application number or your name if you don’t.

Use the following bank account details

Sort code 20-18-23
Account number 80531766
Account name Intellectual Property Office
SWIFT code BARCGB22
IBAN number GB92 BARC 2018 2380 5317 66

Post to: Intellectual Property Office, Concept House, Cardiff Road, Newport, South Wales, NP10 8QQ, United Kingdom