



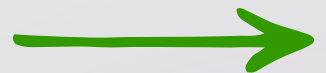
# EXPLAINER: TRADEMARK MODIFICATIONS

## HOW TO REPORT CHANGES?

Save time & avoid common mistakes with these tips from team BOIP



Includes easy tips & handy reminders!

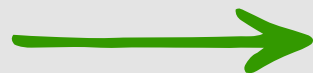


**Keep in mind:  
All documents submitted to  
substantiate a modification  
are available to third parties.**

Copies of such documents  
may always be requested  
from BOIP.

Often, a specific document is  
drawn up between the parties  
for the purpose of the  
recordal, thereby omitting  
confidential information,  
concerning the transfer,  
pledge or license.

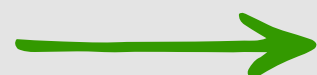
**Next: 5 changes  
you can make  
directly via your  
MyBoip account!**



## **You can make the following changes directly via your MyBoip account:**

1. Designation or change of the authorised representative
2. Change of name or address of the trademark holder
3. Change of name or address of the authorised representative
4. Transfer, unless you want to request a partial transfer, namely for some goods or services, in which case you should use the modifications form
5. Change of e-mail address or account details

**Next: for these 7 recordals you must (still) use the modification form**



**For the following recordals,  
you must (still) use the  
modifications form:**

1. Limitation of the list of goods and services
2. Recordal of a seizure
3. Cancellation of a trademark, unless the trademark is cancelled following a decision resulting from cancellation proceedings with BOIP, in which case the Office will proceed to cancel the trademark
4. Cancellation of a license, pledge or seizure
5. Recordal of a licence agreement
6. Recordal of a right of pledge
7. Amendment of the regulations governing use and supervision of a collective or a certification mark

## **Pay attention to the difference between a transfer and a change of name of the trademark holder.**

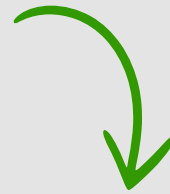
When a change of name is requested, only the statutory name of the company changes. The company itself does not change; only the name is being modified.

However, in the event of a transfer, the situation is different. In that case, the actual holder of a trademark changes, not just their name.



**More information**  
about possible  
modifications, how to  
report them to us and the  
costs involved?

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on our website.



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