

## **Filing Requirements Bureau for Intellectual Property in Suriname**

### **1. Application for registration and for renewal:**

- a. Power of Attorney (made out in the Dutch and English language) bearing a company stamp or corporate seal, signed by registrant. The Power of Attorney must be an original.  
In the absence of a stamp or seal the Power of Attorney should be notarized at any Notary Public. No apostille required.  
Names and title (authority) of the official signing the Power must be clearly spelled out.  
Details should be typed out (not handwritten). Only names and address of applicant should be filled in. The Power of Attorney will be completed according to the client's instructions.
- b. If the mark is a device fifteen (15) prints of the trademark in black and white or in colors, not bigger than 4 by 4 cm.  
If the trademark is in color, state explicitly if the colors should be claimed.
- c. Specification of the goods. Goods must also be itemized. In case of renewal exactly the same as in the original registration. Copy of the registration certificate and copy of last renewal certificate, if any is required.
- d. Name, Christian names or corporate name and domicile of applicant.
- e. Time schedule for registration process approximately six to twelve months.

### **2. Entry of assignment:**

- a. Legalized document of assignment (or extract from same) signed by the assignor and assignee, stating the names of the signatories explicitly.  
The addresses of the assignor and the assignee must be explicitly stated thereon.
- b. Power of Attorney (made out in the Dutch and English language) with a corporate seal or stamp, originally signed by assignee. The Power of Attorney must be an original.  
Names and title (authority) of the official signing the Power must be clearly spelled out.
- c. If the mark is a device fifteen (15) prints of the trademark in black and white or in colors, not bigger than 4 by 4 cm.
- d. Specification of the goods and class covered by the registration.

### **3. Entry of change of name:**

- a. Official proof of the change of name. It must be certified and legalized (at any Notary Public).
- b. Power of Attorney (made out in the Dutch and English language) in the new name with a corporate seal or stamp. The Power of Attorney must be an original.  
Names and title (authority) of the official signing the Power must be clearly spelled out.
- c. If the mark is a device fifteen (15) prints of the trademark in black and white or in colors, not bigger than 4 by 4 cm.
- d. Specification of the goods and class covered by the registration.

### **4. Entry of change of address:**

- a. Official proof of the change of address. It must be certified and legalized (at any Notary Public).
- b. Power of Attorney (made out in the Dutch and English language) with a corporate seal or stamp, signed by registrant stating new address. The Power of Attorney must be an original.  
Names and title (authority) of the official signing the Power must be clearly spelled out.

- c. If the mark is a device fifteen (15) prints of the trademark in black and white or in colors, not bigger than 4 by 4 cm.
- d. Specification of the goods and class covered by the registration.

**5. Cancellation of a registration:**

- a. Power of Attorney (made out in the Dutch and English language) with a corporate seal or stamp, signed by registrant. The signature must be legalized.

**6. Deletion of items from a registration:**

- a. Power of Attorney (made out in the Dutch and English language) with a corporate seal or stamp, signed by registrant. The Power of Attorney must be an original, certified and legalized (at any Notary Public). Names and title (authority) of the official signing the Power must be clearly spelled out.
- b. If the mark is a device fifteen (15) prints of the trademark in black and white or in colors, not bigger than 4 by 4 cm.

**7. Registration with priority:**

- a. Power of Attorney (made out in the Dutch and English language) with a corporate seal or stamp. The Power of Attorney must be an original. Names and title (authority) of the official signing the Power must be clearly spelled out.
- b. Original Priority document.

**Service Marks:**

Our Trademark Law has no provision as yet for the filing of service marks.

**Mergers:**

Our Trademark Law has no provision as yet for the filing of mergers.

**Patents:**

The Industrial Property Act prohibits the registration of patents. Registrations and pre-registrations at the Bureau for Intellectual Property in Suriname are thus not yet possible.

**Validity of a registration and renewal:**

Registrations and renewals are valid for a period a ten years, if the applications were filed after August 31, 1984.

The registrations or renewals filed before September 1, 1984 are valid for twenty years. The application for renewal should be filed before the expiration date of the registration. The renewal is effective from the date of filing.

The Bureau for Intellectual Property grants us a “grace-period” of six months after the expiration date of a registration, within which the application for renewal can still be filed.

Power of Attorney document will be sent upon request or can be downloaded at [www.sfmtc.com](http://www.sfmtc.com).