

**1. CLIENT INFORMATION**

Name : \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Facsimile: \_\_\_\_\_

e-mail: \_\_\_\_\_

**2. CASE REFERENCE: \_\_\_\_\_**

**3. TITLE OF DESIGN**

\_\_\_\_\_

\_\_\_\_\_

**4. APPLICANT**

(Please provide full name – if a company, please give complete legal name.)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



Under Canadian law, the right to file a design application originates with the “Proprietor”. The “proprietor” is defined as the author of the design, unless the author created the design for another person or company for a consideration, in which case such other person or company is treated as the “proprietor”. It follows that, if the author is an employee of a company, the company is the “proprietor”. The applicant may be the “proprietor” or an assignee of the “proprietor”. There is no need to file an assignment when filing in the name of the assignee, but the assignment must be effective at the filing date.

**5. PRIORITY**

Country: \_\_\_\_\_  
 Serial No.: \_\_\_\_\_  
 Filing Date: \_\_\_\_\_  
 Applicant: \_\_\_\_\_

Country: \_\_\_\_\_  
 Serial No.: \_\_\_\_\_  
 Filing Date: \_\_\_\_\_  
 Applicant: \_\_\_\_\_

**6. APPLICATION PAPERS\***

Please indicate which of the following documents will be provided to Kirby Eades Gale Baker by mail, facsimile or e-mail:

<b>Drawings:</b>	<b>ENCLOSED</b>	<b>TO FOLLOW</b>
Formal	<input type="checkbox"/>	<input type="checkbox"/>
Informal	<input type="checkbox"/>	<input type="checkbox"/>
<b>Completed Information Form</b>	<input type="checkbox"/>	<input type="checkbox"/>

**Written Description  
of Design**

Do you require Kirby Eades Gale Baker to have formal drawings prepared on the basis of your informal drawings provided?

YES  NO

**\*NOTE:**

1. Signed forms or priority documents are NOT required in Canada.
2. The minimum requirement for Kirby Eades Gale Baker to obtain a filing date is an informal drawing or photograph, and the name of the Applicant.

**7. NOVELTY OF DESIGN**

(Please indicate which part or parts of the design are believed to form the novel features.)

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**8. PUBLICATION**

The Industrial Designs Act requires that a design be filed within one year from the first public disclosure of the design in Canada or elsewhere.

Public disclosure of this design (ANYWHERE), including public use or sale, has occurred or is planned:

YES  NO

If "YES", please provide the following details:

Date: \_\_\_\_\_

Country: \_\_\_\_\_

Other Details: \_\_\_\_\_

**9. ADDITIONAL INSTRUCTIONS:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

*Please mail, e-mail or fax completed form along with all the additional application material to:*

**Kirby Eades Gale Baker**  
Intellectual Property  
100 Murray St., Suite 500  
Ottawa, ON K1N 0A1

P: 1-613-237-6900  
F: 1-613-237-0045  
[email@kirbyip.com](mailto:email@kirbyip.com)