
Republic of Latvia**Cabinet****Regulation No. 146**

Adopted 8 March 2016

Regulations Regarding the List of Professional Patent Attorneys, Procedures for the Maintenance Thereof, and Procedures for the Qualification Examination of Professional Patent Attorneys

*Issued pursuant to
Section 124
of the Law on Industrial Property Institutions and Procedures
and Section 14, Paragraph two
of the Freedom to Provide Services Law*

I. General Provision

1. This Regulation prescribes:

1.1. the content of the List of Professional Patent Attorneys (hereinafter - the patent attorney) (hereinafter - the List);

1.2. the procedures for maintaining the List;

1.3. the procedures for the qualification examination of patent attorneys (hereinafter - the examination);

1.4. the procedures by which a patent attorney applicant (hereinafter - the applicant) certifies the facts referred to in Section 121, Paragraph two, Clauses 1, 2, 3, and 4 of the Law on Industrial Property Institutions and Procedures;

1.5. the procedures by which the professional qualification and professional activity of the applicant shall be considered equivalent to the requirements referred to in Section 122, Paragraphs three and four of the Law on Industrial Property Institutions and Procedures;

1.6. the procedures by which the qualification of the patent attorney of a European Union Member State (hereinafter - the Member State) shall be evaluated for his or her inclusion in the List.

II. Content and Procedures for the Maintenance of the List

2. Information regarding the persons who comply with the requirements referred to in Section 121, Paragraph two of the Law on Industrial Property Institutions and Procedures shall be included in the List.

3. The following information regarding the patent attorney shall be included in the List:

3.1. registration number;

3.2. given name and surname;

3.3. specialisation;

3.4. knowledge of foreign languages;

3.5. date of taking the decision to include the patent attorney in the List in the respective specialisation (with regard to the person who has been included in the List of Patent Attorneys in accordance with Paragraph 6 of Transitional Provisions of the Law on Industrial Property Institutions and Procedures - the date on which the person was included in the Register of Professional Patent Attorneys of the Patent Office in the respective specialisation);

3.6. address of the place of practice;

3.7. information regarding validity of the civil liability insurance contract of the patent attorney;

3.8. information regarding suspension of the professional activity or suspension from the fulfilment of the obligations of the patent attorney in accordance with Section 134 of the Law on Industrial Property Institutions and Procedures;

3.9. information regarding exclusion of the patent attorney from the List.

4. The Patent Office shall publish the List on its website. Amendments to the information in the List shall be published within one working day after taking of the relevant decision.

5. The Patent Office shall arrange and store the information contained in the List electronically.

6. Information regarding the patent attorney shall be included in the List on the basis of a decision by the Director of the Patent Office. The decision shall be prepared within five working days after receipt of information on the basis of the following:

6.1. a decision by the Commission for the Examination on examination results;

6.2. an application of the applicant or patent attorney regarding inclusion of information (or introducing amendments to information) in the List (Annex 1);

6.3. a court ruling;

6.4. a decision by a State administration institution;

6.5. information of the Population Register;

6.6. a decision by the disciplinary commission of the professional organisation of patent attorneys;

6.7. other information.

7. The patent attorney shall, without delay, notify the Patent Office on the necessary amendments to the information in the List by submitting a written application for the inclusion of the information in the List.

8. The fee for introducing amendments to the List shall be paid by the patent attorney in the amount and in accordance with the procedures specified in the price list of paid services of the Patent Office. It is not necessary to pay for introducing amendments if they must be made in accordance with Sub-paragraphs 3.2, 3.7, 3.8, and 3.9 of this Regulation.

9. The Director of the Patent Office shall take a decision to postpone the introduction of amendments by determining the time period of one month for the elimination of deficiencies, if:

9.1. not all the necessary documents have been submitted;

9.2. the documents submitted do not conform to the requirements of laws and regulations;

9.3. the specified fee has not been paid.

10. The Director of the Patent Office shall take a decision to refuse to introduce amendments to the List, if:

10.1. the indicated information cannot be entered in the List;

10.2. deficiencies are not eliminated within the time period specified in the decision.

11. The decision referred to in Paragraphs 9 and 10 of this Regulation may be contested by the patent attorney before the Ministry of Justice within a month after notification of the decision.

12. If the Patent Office establishes a clerical error in the information of the List, it shall send a notification to the patent attorney, indicating:

12.1. what kind of error has been detected in the List;

12.2. how the error will be eliminated;

12.3. a time period of five working days for raising objections.

13. If the patent attorney does not raise any objections within the specified time period, the Director of the Patent Office shall take a decision to introduce amendments to the List and shall introduce the relevant amendments.

14. Errors committed by the Patent Office shall be corrected without a fee.

III. Commission for the Examination

15. In order to assess the applicants and to examine their knowledge, the Director of the Patent Office shall set up the Commission for the Examination (hereinafter - the Commission) in accordance with the provisions of Section 123, Paragraph one of the Law on Industrial Property Institutions and Procedures.

16. The composition of the Commission shall be approved by 15 January of the current year. Three representatives of the Patent Office and three representatives of the professional organisation of patent attorneys shall be included in the composition of the Commission. The Chairperson of the Commission shall be elected by the Commission from amongst the members of the Commission.

17. The duties of the secretary of the Commission shall be fulfilled by a person assigned by the Director of the Patent Office.

18. Prior to the start of work, a member of the Commission shall sign a certification regarding compliance with the requirements for the prevention of a conflict of interest. A member of the Commission shall not take a decision to permit an applicant to take the examination and shall not participate in the assessment of the work of the applicant, if:

18.1. the applicant is the spouse of a member of the Commission, a relative of a member of the Commission or of a spouse thereof in the direct line of all degrees, in a lateral line of the fourth degree or a brother-in-law or sister-in-law up to the third degree;

18.2. the applicant is under the guardianship or trusteeship of a member of the Commission or his or her spouse;

18.3. the applicant is a transaction partner of a member of the Commission (a natural or legal person with whom a member of the Commission has performed transactions during the previous year, if the transaction sum exceeds 20 minimum monthly salaries);

18.4. a member of the Commission is associated with the workplace of the applicant (is either the current or former employee, official, participant, shareholder) and has performed controls, supervision functions or has taken a decision with regard to the applicant;

18.5. the applicant is associated with the workplace of a member of the Commission and has performed controls, supervision functions or has taken a decision with regard to a member of the Commission (during the past 24 months);

18.6. a member of the Commission has a direct or indirect personal interest in the assessment or there are other circumstances which raise reasonable doubts about his or her impartiality.

19. The Commission shall take a decision to permit the applicant to take the examination, shall prepare and approve the examination programme and papers and also shall grade the examination.

20. The Commission meetings shall be chaired by the Chairperson of the Commission. The Chairperson of the Commission is entitled assign the duties of the Chairperson of the Commission to a member of the Commission during his or her absence.

21. The Commission meetings shall be closed. The right to get acquainted with the information related to the procedure of evaluating the applicants shall be granted by a written permission of the Chairperson of the Commission in conformity with the procedures laid down in the Freedom of Information Law.

22. The Commission shall take decisions by a majority vote by an open vote. If the number of votes is divided equally, the Chairperson of the Commission shall have the casting vote.

23. Minutes shall be taken during the meetings of the Commission. The minutes shall include information on the place and time of the meeting of the Commission, participating members of the Commission, and applicants whose applications are assessed, and the decisions taken. The minutes of the meeting shall be signed by the Chairperson and secretary of the Commission. The minutes shall be stored at the Patent Office.

IV. Organisation of the Examination

24. The examination shall be organised twice a year - in May and November. The date for the course of the examination shall be published one month before the examination on the website of the Patent Office. The fee for taking the examination shall be paid by the applicant in the amount and in accordance with the procedures specified in

the price list of paid services of the Patent Office.

25. The examination shall be organised and technically ensured by the Patent Office.

26. The examination programme shall be published on the website of the Patent Office:

26.1. by 1 April - for taking the examination in May;

26.2. by 1 October - for taking the examination in November.

27. The applicant who wishes to take the examination by 1 March (for taking the examination in May) and by 1 September (for taking the examination in November) shall submit to the Patent Office an application for taking the examination (Annex 2) indicating specialisation in which he or she wants to take the examination.

28. In order to certify that the applicant at the time when the application for taking the examination is submitted complies with the requirements referred to in Section 121, Paragraph two, Clauses 1, 2, 3, and 4 of the Law on Industrial Property Institutions and Procedures, the applicant shall indicate citizenship in the application and also shall certify the knowledge of the official language and the knowledge of foreign languages. The following documents shall be appended to the application:

28.1. a copy of such document which certifies knowledge of the official language on the highest level in accordance with the requirements of the Official Language Law (if the general education is not acquired in Latvia);

28.2. a copy of the diploma of academic or second level higher vocational education (a diploma of the relevant speciality issued by a foreign institution of higher education must be recognised in Latvia in accordance with the procedures laid down in the Education Law);

28.3. a document where work experience in the field related to the protection of industrial property is characterised in detail.

29. For example, the following shall be recognised as work experience in the field related to the protection of industrial property:

29.1. adequate work in international, regional or national institutions of industrial property;

29.2. professional activity in consulting the applicants and owners of industrial property objects or in preparing applications and other documents of industrial property objects which shall be submitted as part of registration and post-registration procedures or submitted to a court, including activity in the status of an assistant to the patent attorney;

29.3. work in a court with regard to the examination of a dispute related to industrial property;

29.4. work in law enforcement or administrative institutions in relation to matters concerning the protection of industrial property rights.

30. If in order to take the examination the applicant has submitted documents in accordance with Section 122, Paragraph three of the Law on Industrial Property Institutions and Procedures, equivalent professional qualification of the applicant shall be recognised, for example:

30.1. training in qualification raising measures in the field of the study of patenting organised by international, regional or national institutions of industrial property or institutions of higher education if such training lasts at least 100 hours;

30.2. course completion in the field of the study of patenting organised by the institutions of higher education, colleges or training centres if courses last at least six months;

30.3. education or training acquired in a university, technical institution of higher education, college or an equivalent institution if at least 80% of the content of the abovementioned education or training is formed by subjects in the field of engineering or natural sciences.

31. If in order to take the examination in the field of patents the applicant has submitted documents in accordance with Section 122, Paragraph four of the Law on Industrial Property Institutions and Procedures, equivalent professional activity of the applicant shall be recognised, for example:

31.1. experience in scientific research work in the field of engineering or natural sciences;

31.2. experience in industrial development work (engineering design, construction technology, technological developments).

32. If the applicant has appended copies of documents to the application for taking the examination, he or she, upon request of the secretary of the Commission, shall personally present the originals of these documents.

33. The Commission shall, within 10 working days, review the application for taking the examination and the documents appended thereto and shall take a decision:

33.1. to permit to take the examination;

33.2. to request the necessary additional information or documents by determining the time period of three weeks for the elimination of deficiencies;

33.3. to refuse to take the examination.

34. The decision by the Commission shall be notified to the applicant within three working days by sending a written notification either electronically or to the address specified by the applicant.

35. If the applicant does not submit the requested additional information or documents within the specified time period, the Commission shall take a decision to refuse to take the examination. The decision to refuse to take the examination may be contested by the applicant before the Patent Office within a month after notification of the decision.

36. Not later than 10 working days prior to the examination, the secretary of the Commission shall inform the applicant regarding the place and time for organising the examination by sending a written notification and invitation to pay the fee for taking the examination.

V. Course of the Examination and Assessment Procedures

37. The knowledge and skills of the applicant necessary for the professional activity of the patent attorney shall be examined in the examination.

38. The examination shall take place in two parts:

38.1. solving a practical task (a case) in writing in each specialisation specified by the applicant in the application;

38.2. oral test of the theoretical knowledge of the applicant - three theoretical questions per examination paper in each specialisation specified by the applicant in the application.

39. Each part of the examination shall be organised on a different day.

40. At least four members of the Commission, including the Chairperson of the Commission, shall take part in the examination process of the applicant.

41. The Chairperson of the Commission shall conduct the examination and shall be responsible for its organisation. Upon commencing the examination, the Chairperson of the Commission shall notify the composition of the Commission. Prior to taking each part of the examination, applicants shall be familiarised with the procedures for organising the relevant part of the examination.

42. The secretary of the Commission shall take minutes on the examination process, the place and time of the examination, the composition of the Commission, the time for discussions of the Commission and decisions taken, the given names, surnames of applicants, and the number of the examination paper, the questions asked and assessment shall be indicated in the minutes. The minutes of the examination shall be signed by the Chairperson of the Commission and the secretary of the Commission. The minutes shall be stored at the Patent Office.

43. The applicant, upon arriving to the examination, shall present to the Chairperson of the Commission a personal identification document where citizenship is specified.

44. If the applicant misses the beginning of the examination, he or she may complete the examination with the permission of the Chairperson of the Commission, but the time period for completing the work shall not be extended and this shall be specified in the minutes.

45. If the applicant fails to arrive for the examination due to justified reasons, he or she has the right to take it at the next examination. No fee shall be charged for repeated taking of the examination. The Commission shall take a decision on whether the reasons for non-arrival are recognised as justified. The decision by the Commission may be contested by the applicant before the Patent Office within a month after notification of the decision.

46. If reasons due to which the participant failed to arrive for the examination are not recognised as justified, the fee for taking the examination shall not be returned.

47. Applicants, the Commission, and the secretary of the Commission shall be allowed to be present in the examination room. At least one member of the Commission and the secretary of the Commission shall be present in the examination room during the solution of a practical task.

48. While solving the practical task, the applicant has the right to use the laws and regulations (in printed form) taken with him or her if they do not contain any comments. Upon taking the oral test, the applicant has no right to use any aids.

49. If the applicant uses forbidden aids during the examination (for example, a mobile phone, a computer, and an electronic notebook) or disturbs other applicants, the Commission shall turn the applicant out of the examination room. In such case it is considered that the applicant has acquired a negative assessment.

50. In exceptional cases the Commission may allow to leave the examination room during the examination, but not more than one applicant at the same time. In such case the applicant shall submit the work to the secretary of the Commission. The secretary of the Commission shall record the fact of absence and duration on the work of the applicant. The time period for completing the examination shall not be extended to the applicant.

51. In total three hours are intended for completing the practical task, if the applicant takes the examination in one specialisation and additionally one hour and thirty minutes for each subsequent specialisation.

52. The secretary of the Commission shall ensure that there is a clock in the examination room that is positioned in a well-visible place to the applicants.

53. The applicant, having completed to solve the practical task, shall sign the work and hand in to the secretary of the Commission and leave the examination room.

54. During the oral test of the examination applicants shall be invited to the examination room in alphabetical order of their surnames. The applicant shall select the examination paper in each specialisation specified by the applicant in the application. The number of the paper shall be shown to the Commission. The secretary of the Commission shall enter the number of the paper in the minutes.

55. There shall not be more than five applicants in the room at the same time during the oral test of the examination.

56. In total 15 minutes shall be estimated for preparing a response to one question, whereas 10 minutes - for oral answer to one question.

57. The Commission shall hear out the response of the applicant. Having heard out the response, the members of the Commission have the right to ask questions in order to clarify the response and, where necessary, also questions of clarification regarding the practical task solved by the applicant. The applicant who has completed the oral test of the examination, shall hand in the paper to the secretary of the Commission and shall leave the examination room.

58. Each member of the Commission shall individually assess the response of the applicant in each part of the examination separately either with a positive or negative assessment, shall enter it in the assessment sheet (Annex 3) and shall sign the assessment sheet.

59. After the end of the examination, but not later than on the next working day, the secretary of the Commission shall compile the results of the first and second part of the examination entered in the assessment sheets and shall calculate the positive and negative assessment rates in each part of the examination in each specialisation. If the number of positive and negative assessment rates of the applicant is equal, the assessment of the Chairperson of the Commission shall prevail. All assessment rates shall be entered in the minutes of the examination.

60. The examination shall be passed in the relevant specialisation if the applicant has acquired a positive result both in the first and the second part of the examination.

61. The members of the Commission have the right to ask to enter their individual opinion regarding the assessment or examination process in the minutes.

62. The assessment sheets of the examination filled in by the members of the Commission and clean copies of the responses of the first part of the examination filled in by applicants shall be an integral part of the minutes of the examination.

VI. Notification of the Examination Results and Taking of a Decision to Include the Applicant in the List

63. The assessment of the examination shall be notified to the applicant by the Commission on the next working day after taking of the decision and an extract of the decision on the results of the examination shall be sent within three working days either electronically or to the address specified by the applicant. If the applicant has passed the examination, an invitation to submit an application to the Patent Office regarding the inclusion of information in the List within two months shall be appended to the extract of the decision.

64. If any violations of the examination procedures are committed during the examination that could have had direct

impact on the assessment of a part of the examination or the overall assessment, the applicant may contest the result of the examination before the Patent Office within a month after notification of the results of the examination.

65. Upon receiving an application from the applicant regarding the inclusion of information in the List, the Director of the Patent Office shall assess whether the information specified in the application allows establishing the compliance of the applicant with the requirements of Section 121, Paragraph two, Clauses 6 and 7 of the Law on Industrial Property Institutions and Procedures and shall take a decision to include the applicant in the List or a decision to postpone the inclusion of the applicant in the List by determining the time period of one month for the elimination of deficiencies. The decision by the Director of the Patent Office shall be sent either electronically or to the address specified by the applicant within two working days after taking of the decision.

66. If deficiencies are not eliminated within the specified time period, the Director of the Patent Office shall take a decision to refuse to include the applicant in the List.

67. The decision referred to in Paragraphs 65 and 66 of this Regulation may be contested by the applicant before the Ministry of Justice within a month after notification of the decision.

VII. Procedures by which the Qualification of the Patent Attorney of the Member State is Assessed for his or her Inclusion in the List

68. The patent attorney of the Member State who wishes that information regarding him or her would be included in the List in accordance with the provisions of Section 136 of the Law on Industrial Property Institutions and Procedures shall submit the following to the Patent Office:

68.1. application for the inclusion of the patent attorney of the Member State in the List (Annex 4). The address of correspondence in Latvia shall be specified in the application;

68.2. documents certifying his or her rights to perform the activity of the patent attorney in another Member State in accordance with the laws and regulations of the relevant country and translation thereof in Latvian;

68.3. a copy of the civil liability insurance contract in accordance with the provisions specified in Section 130, Paragraphs two and three of the Law on Industrial Property Institutions and Procedures.

69. The fee for the inclusion of the patent attorney of the Member State in the List shall be paid by the patent attorney of the Member State in the amount and in accordance with the procedures specified in the price list of paid services of the Patent Office.

70. The Director of the Patent Office shall, within 10 working days, assess whether the information specified in the application for the inclusion of the patent attorney of the Member State in the List allows establishing the compliance of the patent attorney of the Member State with the requirements of Section 136, Paragraph one of the Law on Industrial Property Institutions and Procedures and shall take a decision:

70.1. to include the patent attorney of the Member State in a separate section of the List for a period of six months;

70.2. to postpone the inclusion of the patent attorney of the Member State in the List by determining the time period of one month for elimination of deficiencies;

70.3. to refuse to include the patent attorney of the Member State in the List.

71. The decision by the Director of the Patent Office shall be sent, within two working days after taking thereof, either electronically or to the address specified by the patent attorney of the Member State.

72. If deficiencies are not eliminated within the specified time period, the Director of the Patent Office shall take a decision to refuse to include the patent attorney of the Member State in the List.

73. The patent attorney of the Member State who wishes to extend the temporary rights of professional activity in Latvia for six months, shall submit to the Patent Office the relevant request, documents certifying the fact that he or she is performing professional activity in the field of the protection of industrial property rights in Latvia, and shall pay the fee in the amount and in accordance with the procedures specified in the price list of paid services of the Patent Office.

74. After receipt of the request to extend the rights of temporary professional activity in Latvia and the specified fee, the Director of the Patent Office shall instruct the Commission to provide an opinion within three weeks that shall be considered upon taking a decision to extend temporary activity.

75. If based upon oral or written explanations of the patent attorney of the Member State the Commission concludes that the patent attorney of the Member State has sufficient knowledge of the official language for professional activity with Latvian persons and institutions, has the knowledge of the laws and regulations of Latvia necessary for the professional activity and also concludes that his or her professional qualification complies with the

qualification which is necessary for permanent activity in Latvia in the relevant specialisation, the Director of the Patent Office shall take a decision to include the patent attorney of the Member State in the List without any time limits.

76. The patent attorney of the Member State may repeatedly qualify for permanent inclusion in the List not earlier than after a period of six months.

77. The decisions referred to in Paragraphs 70, 72, 74, and 75 of this Regulation may be contested by the patent attorney of the Member State before the Ministry of Justice within a month after notification of the decision.

VIII. Closing Provision

78. The decision to include in the List those persons whose data are included in the Register of Professional Patent Attorneys of the Patent Office prior to the coming into force of the Law on Industrial Property Institutions and Procedures and who have not been excluded from this Register, shall be prepared and taken by the Patent Office within a month after receipt of a request from a person.

Prime Minister Māris Kučinskis

Minister for Justice Dzintars Rasnačs

Annex 1

Cabinet Regulation No. 146

8 March 2016

Patent Office

(given name, surname)

(personal identity number)

Application for Inclusion of Information in the List of Professional Patent Attorneys

Please include the following information/amendments to information about me in the List of Professional Patent Attorneys (mark the appropriate with an X):

given name, surname _____

citizenship _____

specialisation _____

knowledge of foreign languages _____

place of practice: _____

postal address _____

telephone number _____

electronic mail address _____

fax _____

website _____

civil liability insurance contract
period _____

Appended:

Copy of the civil liability insurance contract of the professional patent attorney on ____ page(s).

Hereby I certify the accuracy of the information.

(place)

(date*)

(signature of the applicant*)

Note. * The details of the document "date" and "signature of the applicant" shall not be completed if the electronic document has been prepared in accordance with the laws and regulations regarding drawing up of electronic documents.

Minister for Justice Dzintars Rasnačš

Annex 2
Cabinet Regulation No. 146
8 March 2016

Patent Office

(given name, surname)

(personal identity number)

Application for Taking the Qualification Examination of Professional Patent Attorneys

Please allow me to take the qualification examination of professional patent attorneys on _____ 20____.
in the following specialisation(-s) (mark the appropriate with an X):

- patents
- trade marks
- designs

Hereby I certify that I have the knowledge of the official language and the following foreign languages (please specify at least two foreign languages) which is sufficient for professional activity with Latvian and foreign persons and institutions:

- _____
- _____
- _____
- _____

My rights to qualify for inclusion in the List of Professional Patent Attorneys in accordance with Section 121, Paragraph two of the Law on Industrial Property Institutions and Procedures are certified by:

- 1) citizenship _____
- 2) the documents appended to the application

The following has been specified for correspondence and communication:

- 1) postal address _____
(addressee, address, postal code)
- 2) electronic mail address _____
- 3) telephone number _____
- 4) fax number _____

Appended:

1. A copy of such document which certifies knowledge of the official language on the highest level in accordance with the requirements of the Official Language Law (if general education has not been acquired in Latvian) on _____ page(s).

2. Copies of documents certifying education on _____ page(s).

3. Copies of documents certifying work experience on ____ page(s).

Hereby I certify the accuracy of the information.

_____ (place)

_____ (date*)

_____ (signature of the applicant*)

Note. * The details of the document "date" and "signature of the applicant" shall not be completed if the electronic document has been prepared in accordance with the laws and regulations regarding drawing up of electronic documents.

Minister for Justice Dzintars Rasnačš

Annex 3
Cabinet Regulation No. 146
8 March 2016

Assessment Sheet of Professional Patent Attorney Applicants

Member of the Commission

_____ (given name, surname)

I. First part of the examination (solving a practical task)

_____ (time of examination)

_____ (date and time)

No.	Given name, surname of the applicant	Number of the examination paper	Specialisation	Assessment (positive/negative)	Notes	Assessor's signature

II. Second part of the examination (oral test)

_____ (time of examination)

_____ (date and time)

No.	Given name, surname of the applicant	Number of the examination paper	Specialisation	Assessment (positive/negative)	Notes	Assessor's signature

Member of the Commission

(signature)

Minister for Justice Dzintars Rasnačš

Annex 4
Cabinet Regulation No. 146
8 March 2016

To the Patent Office

(given name, surname)

(personal identity number)

Application for Inclusion of the Patent Attorney of the European Union Member State in the List of Professional Patent Attorneys

Please include me in the List of Professional Patent Attorneys in accordance with Section 136 of the Law on Industrial Property Institutions and Procedures and specify the following information regarding me (mark the appropriate with an X):

- | | | |
|--------------------------|---|-------|
| <input type="checkbox"/> | given name, surname | _____ |
| <input type="checkbox"/> | citizenship | _____ |
| <input type="checkbox"/> | specialisation | _____ |
| <input type="checkbox"/> | knowledge of foreign languages | _____ |
| <input type="checkbox"/> | contact information in Latvia: | |
| | postal address | _____ |
| | telephone number | _____ |
| | electronic mail address | _____ |
| | fax | _____ |
| | website | _____ |
| <input type="checkbox"/> | civil liability insurance contract period | _____ |

Hereby I undertake to ensure professional collaboration with the Patent Office, Industrial Property Board of Appeal, courts and other institutions in the official language.

My rights to qualify for inclusion in the List of Professional Patent Attorneys in accordance with Section 136 of the Law on Industrial Property Institutions and Procedures are certified by the appended documents (annex).

Appended:

1. A copy of such document and translation thereof into Latvian which certifies the right to act in the capacity of the patent attorney in another European Union Member State in accordance with the laws and regulations of this country on ____ page(s).
2. Copy of the civil liability insurance contract of the professional patent attorney on ____ page(s).

Hereby I certify the accuracy of the information submitted.

(place)

(date*)

(signature of the applicant*)

Note. * The details of the document "date" and "signature of the applicant" shall not be completed if the electronic document has been prepared in accordance with the laws and regulations regarding drawing up of electronic documents.

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