

## **Protocol for Payments to the Irish Patents Office by Electronic Funds Transfer**

The Irish Patents Office can accept payment by Electronic Fund Transfer (EFT) in accordance with the following protocol only.

1. All payments must be in Euro.
2. On the bank transfer, the payer must give the following payment-reference information:
  - patent/trade mark/design application/registration number
  - details of what the payment is for (*eg new application, registration fee, renewal fee*)
  - your name/ company name
3. Each payment must be followed by a remittance notice detailing:
  - date and amount paid to the Patents Office EFT bank account
  - name and address of applicant
  - patent/trade mark/design application/registration number
  - details of what the payment is for (*eg new application, registration fee, renewal fee*)
  - where a payment is to cover a number of different transactions, a schedule/breakdown of the payment must be provided.

The remittance notice must be e-mailed to: [payments@patentsoffice.ie](mailto:payments@patentsoffice.ie)

4. In order to meet a statutory deadline in relation to the payment of a fee, please allow up to two working days for payment to reach our bank account.

5. To ensure full reception of the amount, fee payments must be made without charge to the payee.

**Note: The Office cannot accept any responsibility for payments made into this account that cannot be identified due to lack of information.**

Should you have any queries please contact the Finance Section at:  
[payments@patentsoffice.ie](mailto:payments@patentsoffice.ie) or telephone 00 353 56 7720111

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### **Patents Office EFT Bank Details:**

**Bank Name:** Danske Bank, 3 Harbourmaster Place, IFSC, Dublin 1

**A/C Number:** 80012459

**Sort Code:** 951990

**IBAN:** IE94DABA95199080012459

**BIC:** DABAIE2D