

**MEMO ON
RECORDAL OF AMENDMENT FOR APPLICATION/CERTIFICATE
IN VIETNAM**

(Applied from 01 February 2023 to 31 December 2023)

I. REQUIRED DOCUMENTS

1. An original Power of Attorney signed by applicant/owner under the new name/address (under our form). In case of changing IP Agent, a written document for termination of POA of previous IP Agent is required;
2. An Original Trademark Registration Certificate or original Patent, if granted;
3. An original notarized Declaration on the Trademark/Patent owner's name/address change executed by applicant/owner.

Notes:

- *Language of filing: Vietnamese.*
- *All required documents should be submitted to the NOIP at filing time.*

II. TIME LIMIT

Under IP regulations, it takes 02 months for recordal of amendment.