

2024 Bulk Payment Authorization Form

Instructions

For organizations looking to pay fees for five (5) or more agents please complete this form and submit it to the College of Patent Agents and Trademark Agents (CPATA) via email, to the Director of Operations at payments-paiements@cpata-cabamc.ca. To avoid delays in processing times, agents must personally log in to their Licensee Portal account and complete their Annual Licensee Report. This must be done before submitting this form.

Section 1: Fees

Annual fee amounts for 2024 are:

- Class 1 active – \$1800 for one licence (patent or trademark)
- Class 1 active – \$2700 for a dual licence (patent and trademark)
- Class 2 restricted – \$1500 for one licence (patent or trademark)
- Class 2 restricted – \$2250 for a dual licence (patent and trademark)
- Class 3 trainee (first and second renewal) – \$150 (patent or trademark)
- Class 3 trainee (third and subsequent renewal) – \$200 (patent or trademark)
- Class 4 inactive – \$100 (patent or trademark)

Important: If you are paying licence renewal fees on behalf of a Class 3 Agent in Training, please ensure that the fee corresponds to the appropriate item from the fee schedule above.

Section 2: Firm Information

Contact Name

First Name:

Last Name:

Contact Address

Company/Firm Name:

Address:

Unit/Suite:

City:

Province:

Country:

Postal Code:

Business Email Address:

Business Phone:

Extension:

Section 3: Agent Information

Please provide information for all agents in which the firm is providing payment, including the licence renewal fee amount remitted plus taxes. Attach additional sheets as necessary.

Agent Name (First Last)	CPATA #:	Fee Amount	GST/HST (tax)	Total (fee plus tax)
	T P			
	T P			
	T P			
	T P			
	T P			
	T P			
	T P			
	T P			
	T P			
	T P			
	T P			
Total Due:				

Section 4: Payment Information

Credit Card: Type: Visa Mastercard AMEX

Card #:

Card Validation Code (CVC): Expiry Date:

Name on Card:

Signature of Cardholder:

Authorized Amount \$ (including tax):

Once processed this information will be deleted by CPATA.

Electronic Funds

Transfer:

Please email payments to: payments@cpata-cabamc.ca and provide your name and firm name in the comments.

Section 5: Tax Rates

Please select the tax rate based on the province associated with your business address.

Province	Tax Rate (%)	Province	Tax Rate (%)
British Columbia	0.05	Nova Scotia	0.15
New Brunswick	0.15	Nunavut	0.05
Manitoba	0.05	Ontario	0.13
Alberta	0.05	Quebec (HST ONLY)	0.05
Newfoundland and Labrador	0.15	Saskatchewan	0.05
Prince Edward Island	0.15	Yukon	0.05
Northwest Territories	0.05		