



## Change to Class 2 Licence Application Form

### Instructions:

Please complete this form in its entirety and submit it to the College of Patent Agents and Trademark Agents (CPATA) via email, along with all required supporting documentation, to the attention of the Director of Registration at [dirregistration@cpata-cabamc.ca](mailto:dirregistration@cpata-cabamc.ca). Details of the application process and required documentation can be found at: <https://cpata-cabamc.ca/agents-trainees/licensure/>

### Section 1: Personal Information

#### Current Legal Name

First Name:

Middle Name:

Last Name:

CPATA Registration #:

### Section 2: Change of Licence Type

Please select all that apply:

☐ I am applying to change from a Class 1 to a Class 2 Patent Agent Licence.

☐ I am applying to change from a Class 1 to a Class 2 Trademark Agent Licence.

### Section 3: Current Contact Information

#### Business Address

Company Name:

Address:

Unit/Suite:

City:

Province:

Country:

Postal Code:

Business Email Address:

Business Phone:

Extension:



Home Address

Address:

Unit/Suite:

City:

Province:

Country:

Postal Code:

Personal Email Address:

Preferred  
Phone:

**Section 4: Future Contact Information (if applicable)**

Future Business Address

Company Name:

Address:

Unit/Suite:

City:

Province:

Country:

Postal Code:

Business Email Address:

Business Phone:

Extension:

Future Home Address

Address:

Unit/Suite:

City:

Province:

Country:

Postal Code:

Personal Email Address:

Preferred Phone:



### Section 5: Professional Employment History

Please attach separate sheets as needed.

Employer Name	Job Title	Start Date	End Date

### Section 6: Declarations

I confirm:

All client matters have been completed or arrangements have been made to the satisfaction of my clients to have their files returned to them or transferred to another Class 1 Licensee.

Any matters in progress at the Patent Office or the Office of the Registrar of Trademarks have been assigned to another Class 1 Licensee and the appropriate office has been advised of this in writing of the successor licensee.

The files from my practice can be found at this location:

Address:

Unit/Suite:

City:

Province/  
State

Country:

Postal/Zip  
Code:



I confirm I agree to the following restrictions as of the date my Class 2 Licence is deemed effective by the Registrar:

I am not entitled to represent persons in the presentation and prosecution of applications for the registration of patents or trademarks, or in other business before the Patent Office or Office of the Registrar of Trademarks, as applicable and acknowledge breach of this may result in disciplinary action by the College

I acknowledge the College will publish a notice of this change of licence class on its website.

#### **Section 7: Fees**

The fee to apply to the Registrar to change from a Class 1 Licence to a Class 2 Licence is \$150 plus applicable taxes. Please complete the payment authorization at the end of the form.

#### **Section 8: Signature**

The signature can be provided in ink or by inserting a secure electronic signature into the space below.

Signature

Date

*Any information with respect to this application will be collected, used or disclosed in accordance with the CPATA's Privacy Statement.*

**Payment Authorization:**

Amount: \$150 + applicable taxes (List of tax rates is below).

**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](mailto:payments@cpata-cabamc.ca) and provide your name and "Change to Class 2" and your CPATA # in the comments box.

**Tax Rates:**

Please select the tax rate based on the province associated with your business address. If you do not have a business address, please select the tax rate associated with your residential address.

Province	Tax Rate (%)
British Columbia	5
New Brunswick	15
Manitoba	5
Alberta	5
Newfoundland and Labrador	15
Prince Edward Island	15
Northwest Territories	5
Nova Scotia	15
Nunavut	5
Ontario	13
Quebec (HST ONLY)	5
Saskatchewan	5
Yukon	5