



# HSM IP Trade Mark Client Guide

## BELIZE

### Registration

A trade mark can be registered in Belize pursuant to *The Trade Marks Act, (cap. 257, 2000)* which provides for local trade mark applications.

The following information and documentation is required:

1. name of the trade mark
2. one copy of the mark (unless mark is word only)
3. class(es) and specification of goods and services
4. applicant's name and address
5. Authorisation of Agent (Form No. 2)
6. certified copy of priority document (if priority is claimed)

It usually takes four months or less for the Registrar of Intellectual Property in the Belize Intellectual Property Office to process an application for registration. Paris Convention priority can be claimed. Once the registration is complete the Registrar will issue a Certificate of Registration.

If a trade mark is not used within five years after registration it may be cancelled.

### Classes

The International Classification system is used. Multi-class applications are allowed for up to five classes.

### Searches

In order to conduct a search the only documentation required is the name of the trade mark and one print of the mark (unless mark is word only). The Office operates a manual system and filing is by registration number. Some indexes are maintained, however, that assist in the manual search. The result can usually be provided within five working days.

### Renewal

A trade mark registration is valid for 10 years after which it can be renewed for like periods. Two months before the renewal date we will send you an Expiry Notice asking whether you wish us to renew the registration or allow the mark to lapse. If the registration is to be renewed the only documentation required is an Authorisation of Agent (Form No. 2).

The application for renewal should be filed prior to the expiration date of the registration. A grace period of six months, however, is allowed from the expiration date for the filing of the application for renewal upon payment of a late fee. After that time a new application for registration is required.

It usually takes four months or less for the Registrar to process an application for renewal. Once the renewal is complete the Registrar will issue a Certificate of Renewal.

If you do not wish to renew the mark please inform us so that we can advise the Registrar accordingly.

### Abandonment

Please inform us as soon as possible if you wish to abandon your trade mark or allow it to lapse so that we can update our records and advise the Registrar accordingly. This will avoid us sending out unnecessary Reminder Notices.

## Assignment

Please inform us as soon as possible if the trade mark has been assigned so that we can file an application to record the assignment in Belize.

To record the assignment of a trade mark registration the documentation required is the Deed of Assignment (notarised), an Authorisation of Agent (Form No. 2) and an Instruction Sheet.

It usually takes four months or less for the Registrar to process an application to record an assignment. Once the recording is complete the Registrar will issue a Certificate of Assignment.

## Change of Particulars

Please inform us as soon as possible if there is any change to the registration so that we can file an application to record the change in Belize.

To record a change of name and/or address for a trade mark registration the documentation required is the document evidencing the change (notarised), an Authorisation of Agent (Form No. 2) and an Instruction Sheet.

It usually takes four months or less for the Registrar to process an application to record a Change of Particulars. Once the recording is complete the Registrar will issue a Certificate of Change of Particulars.

## Our Firm

HSM IP Ltd. provides worldwide intellectual property services.

Based in the Cayman Islands our experienced team of attorneys and paralegals deliver first class service to a broad client base which includes major Fortune Global 500 brand owners, international law firms and other specialist IP practices.

Our interactive database enables us to proactively manage each client's portfolio efficiently and cost-effectively in an environmentally friendly and substantially paperless workplace. It also enables us to fulfil our clients specific reporting and invoicing requirements, including multi-currency invoicing and e-billing.

We offer a competitive schedule of fixed fees, inclusive of both disbursements and official fees, which enables us to provide clients with an accurate estimate of their project costs before embarking on a filing programme for their portfolio.

The growth of our firm has enabled us to establish a specialist Caribbean department whose members regularly contribute to leading IP publications.

Supported by HSM Chambers, an offshore law firm with experienced attorneys admitted in multiple jurisdictions, we have substantial experience in taking action to address the infringement of trade marks and patents and in the conduct of passing-off actions. We are also able to offer investigative services to identify the source of, and distributors of, infringing goods, working closely with police and customs officials as necessary.

Memberships: INTA, ASIPI, ITMA, MARQUES and IPCA.

## Contact Us

E-mail: [ip@hsmoffice.com](mailto:ip@hsmoffice.com)  
Web: [www.hsmoffice.com](http://www.hsmoffice.com)  
Mail: PO Box 31726, Grand Cayman KY1-1207, Cayman Islands.  
Courier: HSM, 68 Fort Street, George Town, Grand Cayman, Cayman Islands.  
Tel: +1 (345) 949-4766

*HSM IP Ltd. is a Law Firm recognised under the Legal Practitioners (Incorporated Practice) Regulations, 2006 (as amended).*