THE PATENT OFFICE OF THE REPUBLIC OF LATVIA

Riga city, XXXXX

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INFORMATION REGARDING MAINTAINING VALIDITY OF THE **PATENT No. LV XXXX**

1. Annual fee shall be paid for maintaining the validity of the Patent (hereinafter – the Annual fee) (Section 43 of the Patent Law).

The Annual fee for the Patent No. XXXX shall be paid yearly by the end of month of **XXXX**.

Should this deadline be delayed, the Annual fee together with Additional fee of 25% of the relevant Annual fee shall be paid within time of 6 months, starting from the application day, e.g., by the end of month of **XXXXX**.

When the Annual fee and Additional fee are paid either on the stipulated deadline or additional deadline, the Patent shall be deemed invalid anticipatory (Section 55, Paragraph one, Clause 2 of the Patent Law of Latvia).

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| Description of the fee | Fee rate (LVL) | 40% \* | 20% \*\* |
| For third year  |  |  |  |
| For fourth year |  |  |  |
| For fifth year |  |  |  |
| For sixth year |  |  |  |
| For seventh year |  |  |  |
| For eighth year |  |  |  |
| For ninth year |  |  |  |
| For every year starting from the tenth to fifteenth |  |  |  |
| For every year starting from sixteenth to twentieth  |  |  |  |

\*Owner of the Patent who is also the inventor, who has invented the relevant invention, pays 40% from the determined (full) fee rate;

\*\* Owner of the Patent – pupil, student or pensioner, who has invented the relevant invention, pays 20% from determined (full) fee rate.

1. Payments can be made at bank with payment order or via internet banking, in cash at the bank office or by postal transfer, having indicated in the payment documents the following information:
* number/numbers of patent/patents and year/years of patent’s /patents validity maintenance that are being paid for, as well as specific amount of money corresponding the patent/patents;
* **bank requisites**: Recipient: State Treasury, Number of Taxpayer XXXXX

 Account: XXXXX

 Recipient’s Bank: State Treasury, Bank’s code XXXX

HAVING IN MIND THE INFORMATION MENTIONED ABOVE THE PATENT OFFICE INVITES YOU TO PAY THE STATE ANNUAL FEE IN AMOUNT OF **LVL XX,-** BY DEADLINE OF **XXXX** FOR MAINTENANCE IN VALIDITY THE LATVIAN **PATENT No. XXXX** IN THE **XX YEAR** OF ITS FUNCTIONING.