

Shenzhen Office, China
 Room 2508, Shenhua Comm.
 Bldg., 2018 Jiabin Road,
 Luohu District, Shenzhen
 Tel: +86 755 8268 4480
 Fax: +86 755 8268 4481

Shanghai Office, China
 Room 603, Tower B, Guangqi
 Culture Plaza, 2899 Xietu Road,
 Xuhui District, Shanghai
 Tel: +86 21 6439 4114
 Fax: +86 21 6439 4414

Beijing Office, China
 Room 408A, Interchina Commercial
 Building, No.33 Dengshikou Street,
 Dongcheng District, Beijing
 Tel: +86 10 6210 1890
 Fax: +86 10 6210 1882

Singapore Office
 9 Penang Road
 #07-15 Park Mall
 Singapore 238459
 Tel: +65 6883 1061
 Fax: +65 68831024

Azerbaijan Trademark Registration Costs and Procedures

1. Azerbaijan Trademark Registration Fees

Services		Fees (USD)
Step 1: Pre-filing Search		
	First class	638
	Each additional class	638
Delivery: 5 working days, search report delivered by email.		
Step 2: Trademark Registration Request		
	First class	2,164
	Each additional class	531
Step 3: Final Registration/Certificate		
	Per application	1,064

Note:

- (1) Trademark pre-filing search is not compulsory in Azerbaijan.
- (2) Pre-filing search is limited to Azerbaijan Intellectual Property Office's database only.
- (3) Fees for trademark registration request listed above cover not more than 20 items of products in each class. Each additional item in excess of 20 will be charged with an extra fee of USD10;
- (4) All fees quoted do not include delivery fees.

2. Calculation of Registration Costs

Example 1: One mark one class

If you want to apply to have your trademark "ABC" (word mark) registered in Class 7 (machines and machine tools etc.), that is, one mark one class, in Azerbaijan, the total fees for both trademark pre-filing search and registration request and certificate are:

Pre-filing search: USD638

Request for registration: USD2,164

Final registration/Certificate: USD1,064

TOTAL: USD3,866

Example 2: One mark two classes

If you want to apply to have your trademark "ABC" registered in Class 7 (machines and machine tools etc) and Class 25 (clothing, footwear, headgear), that is, one mark two classes, the total fees for both trademark pre-filing search and registration request and certificate are:

Pre-filing search: $\text{USD638} + \text{USD638} = \text{USD1,276}$

Request for registration: $\text{USD2,164} + \text{USD531} = \text{USD2,695}$

Final registration/certificate: USD1,064

TOTAL: USD5,035

Example 3: Two marks one class

If you want to apply to have your trademarks "ABC" and "DEF" registered in Class 7 (machines and machine tools etc), that is, two marks one class, the total fees for both trademark pre-filing searches and registration requests and certificates are:

Search: $\text{USD638} + \text{USD638} = \text{USD1,276}$

Request for registration: $\text{USD2,164} + \text{USD2,164} = \text{USD4,328}$

Certificate: $\text{USD1,064} + \text{USD1,064} = \text{USD2,128}$

TOTAL: USD7,732

The costs illustrated in the examples above are based on the assumption of a smooth application, that is, no objection being raised by the trademark office or any other third party. Also, the costs stated above exclude courier charges for sending the Power of Attorney and delivery of Certificate of Registration upon acceptance of registration.

3. Materials Required for Filing of the Trademark Application in Azerbaijan

- (1) A Power of Attorney (PoA) signed by the applicant, duly notarized by a Notary Public in the place where the applicant is resided and legalized by the local consulate of Azerbaijan (Kaizen will provide the PoA to applicant without any extra charge. If some requested, Kaizen can also arrange the notarization and legalization at extra costs.).
- (2) A soft copy of the trademark.
- (3) A duly completed trademark registration order form (to be provided by Kaizen)

4. Azerbaijan Trademark Application Procedures

- (1) Client sends to Kaizen (by email or fax or post) a specimen of the trademark together with the duly completed Trademark Registration Order Form and at the same time make payment for the pre-filing search;
- (2) Kaizen conducts the pre-filing search and prepares search report and emails the search reports to clients;
- (3) (If the search results indicate that the application is likely to be accepted and clients decide to proceed) Client sends us the Photocopy of identity proof (passport copy for individual and Certificate of Incorporation or Business Registration License) and at the same time make payment for the filing application;
- (4) Kaizen prepares the registration application forms and Power of Attorney (PoA) and deliver it to client for execution and for notarization and legalisation;
- (5) Client sends the duly executed, notarized and legalised PoA and registration forms back to Kaizen;
- (6) Kaizen submits the application documents to the Azerbaijan intellectual property office (State Committee on Standardization, Metrology and Patents of the Republic of Azerbaijan);
- (7) The Azerbaijan trademark office performs examination and other procedures; if no objection received, it will then issues the Certificate of Registration;
- (8) Client makes the final payment for registration/certificate and Kaizen forwards the Certificate of Registration to client.

5. Time Scale

Currently it takes around **10 to 12** months to get a trademark in Azerbaijan in a smooth case.

6. Payment Term and Payment Method

Our fees for each stage of an application are to be invoiced and settled before the commencement of each stage of service.

We currently only accept Hong Kong Dollar cheque, cash or TT and credit card through Paypal.

[Please click here for payment methods.](#)

7. Refund Policy

No refund of fees will be made after the commencement of services. For example, if we have already performed the pre-filing search and the search results indicate that there is an identical mark already in the register and application for filing should not be proceeded, the fees for pre-filing search will not be refunded. Or we have already filed an application and the application is being objected and refused by the trademark office or any other party, then there will not be any refunded of fees.

In any case you pay us our fees for all three stages of an application, and the search results indicate that there is an identical mark already in the register and application for filing should not be proceeded, then the fees for services not performed, i.e., filing for application and issuing of certificate of registration will be refunded.