

## Notes on the request for cancellation of the registration in the European Patent Register of a licence or other right in respect of one or more European patent applications (EPO Form 5071)

There is no obligation to use EPO Form 5071. It does not guarantee that the cancellation of the registration of a licence or other right will be recorded in the European Patent Register and is simply intended to help users file requests correctly.

Rule 22(1) and (2) EPC apply mutatis mutandis to the cancellation of the registration of a licence or other right under Rule 23/24 EPC.

The EPO will record in the European Register the cancellation of the registration of a licence or other right under Rule 23 or Rule 24 EPC in respect of a pending European patent application, upon fulfilment of the requirements of Rule 22 EPC. These requirements are: filing of a duly signed request, paying the corresponding administrative fee, if applicable, and providing the required evidence that the right has lapsed or the written consent of the proprietor of the right to the cancellation of that right (see Guidelines for Examination, E-XIV,3).

The request must relate to applications for which the EPO is competent to record changes in the European Patent Register. Rule 23 EPC allows the cancellation of the registration of licences and other rights in respect of European patent applications only. Therefore, for **pending** European patent applications, entries are made **up to the publication of the mention of the grant**. Once the decision to grant has become effective, the cancellation of the registration of a licence or other right in the European Patent Register is no longer possible. Note that cancellation is not possible while proceedings are stayed under Rule 14 EPC or interrupted under Rule 142 EPC.

### 1. Request

Please select the checkbox corresponding to the right for which cancellation of the registration is requested. Please also indicate the date of registration and the party in favour of which it was effected (this information can be found on EPO Form 5020).

### 2. Application(s) concerned

European patent application numbers should be written as follows: eight digits and a check digit.

If the request relates to more than one application, select the second checkbox and attach an annex listing each application concerned.

File the request in relation to the first application (“leading application”) only. The EPO will add the request to each file indicated on the list as a matter of course.

### 3. Applicant(s)

Enter the name and address of the applicant as registered in the European Patent Register. If more than one applicant is registered in the European Patent Register for the application concerned, attach an additional sheet. The names and addresses of the applicants must be identical to those recorded in the Register.

### 4. Payment of the fee

A request for cancellation of the registration may be subject to the payment of an administrative fee under the conditions laid down by the President of the EPO (see Rule 22(2) EPC). No fee is due when the request is filed via MyEPO (see the decision of the President of the EPO dated 25 January 2024 revising the Office’s fees and expenses, OJ EPO 2024, A5). Where the request is filed via other means, the administrative fee remains due. In the latter case, the request for cancellation is not deemed to have been filed until the administrative fee has been paid (Rule 23(1) in conjunction with Rule 22(2) EPC). An administrative fee (fee code 023) is due for each European patent application for which the cancellation of the registration of a licence or other right is requested.

The fee can be paid by bank transfer or credit card or by debiting a deposit account held with the EPO.

For payments from a deposit account, the debit order must be filed in an electronically processable format (XML) via an accepted means of filing in respect of each individual application (see Guidelines for Examination, A-X, 4.2.3).

The only recognised way to make payments for multiple applications is to use the batch functionality in Central Fee Payment (see the notice from the EPO dated 19 July 2022 concerning Central Fee Payment, OJ EPO 2022, A81). If fees for multiple applications are paid under a single application using e.g. Online Filing, i.e. by amending the amount or by paying in one lump sum in the first application on the list, the EPO will refund the fees paid for all but the first application. This may result in a later effective date of cancellation for all the other applications concerned.

Please note that administrative fees for the cancellation of the registration of a licence or other rights (fee code

023) cannot be paid via the automatic debiting procedure (see Annex A.1 to the ADA – Arrangements for the automatic debiting procedure (AAD)).

## 5. Evidence

Section 5 lists the types of documents most frequently filed in support of requests for cancellation of the registration of a licence or other right. This list is not exhaustive and is merely an aid to users. Provided that convincing evidence is filed with the request, not selecting a checkbox will not constitute a deficiency.

Please note that the evidence must show that the right has lapsed or must contain a declaration of consent on the part of the proprietor of the right to the cancellation of the registration.

Where a document is signed on behalf of a legal person, only such persons as are entitled to sign by law, by the legal person's articles of association or equivalent or by a special mandate may do so. The provisions of the national law concerned apply. In all cases, an indication of the signatory's entitlement to sign, e.g. their position within the legal entity where the entitlement to sign results directly from such a position, must be indicated.

The contracting parties have to ensure that the signatories are duly authorised in accordance with the national law applicable to sign such a document. The EPO, however, reserves the right to request documentary proof of the signatory's authority to sign if the circumstances of a particular case necessitate this. As a general rule, the authorisation to represent a party in proceedings before the EPO within the meaning of Rule 152 EPC, be it an individual or a general authorisation, is not as such considered to entitle the representative to enter into such a contract.

The evidence must be filed together with the request and must contain the following information:

- the name and address of all parties concerned
- the EP application/publication number
- the signature, name and position of all parties concerned. The EPO accepts handwritten (wet) signatures, facsimile, text string and digital signatures (see the decision of the President of the EPO dated 9 February 2024 concerning signatures on contracts and declarations under Rules 22 and 85 and Rule 23 EPC, OJ EPO 2024, A17, and the notice from the EPO dated 9 February 2024 concerning revised Rule 22 EPC, OJ EPO 2024, A22). The evidence may be filed in any language (Rule 3(3) EPC). However, if that language

is not an official EPO language, a translation into one of those official languages must be supplied.

## 6. Signature

A request to cancel the registration of a licence or other right may be signed by the applicant, an interested party or their duly authorised representative.

Employees representing natural or legal persons having their residence or principal place of business in a contracting state must submit an authorisation in accordance with Article 133(3) EPC and the decision of the President of the EPO dated 7 July 2025 on the signing and filing of authorisations (OJ EPO 2025, A45).

Liquidators, curators, administrators, receivers, etc. will need to submit a copy of their official deed of appointment. If the request is signed by a professional representative or a legal practitioner (see Article 134(8) EPC), please indicate the party/parties represented.

### Final check

Please check that you have attached all the necessary documents. If no evidence is filed, or the evidence presented is found to be unsatisfactory, or if the fees have not been paid by valid means, the EPO will invite you to remedy the stated deficiencies within a given time limit. If all requirements are met, the cancellation of the registration of the licence or other right will be recorded in the European Patent Register with the date on which the request, the required evidence or the fee, where applicable, is received by the EPO, whichever is the latest.