



Hungarian Intellectual Property Office

Dear Customers,

The Hungarian Intellectual Property Office (HIPO) continues to be at your disposal in all cases within its duties and competence in industrial property and copyright matters as well as with its innovation supporting services.

The contact details of HIPO will change as from **16 November 2020**, until withdrawal, as follows:

Submission of applications or requests and their entering into the file (1081 Budapest, II. János Pál pápa tér 7.), **electronic administration**

- For administration, please use primarily our e-administration platform (<https://ugyintezes.sztnh.gov.hu/eBej2/step1>) or the postal services (1438 Budapest, Post Box 415).
- According to Article 3(1) of the Act on E-Administration, customers have the right to administer their cases electronically before an authority ensuring electronic administration, in the manner prescribed by the Act. Accordingly, **in industrial property procedures launched on paper basis HIPO offers the customers the opportunity to change to electronic administration in the given case, upon a request submitted electronically.** The request should be submitted in the electronic form “Supplementary request” (it can be downloaded from here: <https://ugyintezes.sztnh.gov.hu/eBej2/sugo:downloadurlap/T801>) **Formal and technical requirements of electronic administration in respect of all types of protection** can be found on the e-Administration platform of HIPO’s website, here: <https://ugyintezes.sztnh.gov.hu/eBej2/step1>
- Please be informed that the fees for **administrative services** can be paid **by bank transfer** to the account No. 10032000–01731842–00000000 of HIPO kept with the Hungarian State Treasury.
- The automatic client terminal is at your disposal 7/24 in the headquarters building of the Office.
- **Submission of documents in person** is available in our headquarters building **every working day between 10:00 and 12:00.**
- **Inspection of files** is limited. Inspection of files in person is still not available. Electronic inspection of files can be requested by the use of the form found at <https://ugyintezes.sztnh.gov.hu/eBej2/step1>

Customer Service / Information on intellectual property protection / Special Library
(1054 Bp., Akadémia utca 21.)

- In-person **customer service** and personal access to **Frecskay János Special Library** is suspended.
- The electronic voluntary register of works can be launched from the following webpage: <https://ugyintezes.sztnh.gov.hu/eBej2/step1>
- The automatic client terminal operates 7/24 exclusively in our headquarters building (1081 Budapest, II. János Pál pápa tér 7.).
- The due date of the borrowed documents is extended till 15 December 2020. The validation of library fine is suspended in the closed period.
- Please contact our colleagues by phone or by e-mail and choose the options offered at e-Administration.

General information: sztnh@hipo.gov.hu, fax: +36 (1) 474 5534, phone: +36 (1) 312 4400 (Monday to Friday between 09:00 and 13:00)

In-person consultation

In-person consultation with officers or examiners is available only in exceptional cases and upon agreed appointment.

- Patent and utility model-related information: szabadalmi.foosztaly@hipo.gov.hu
- Trade mark and design-related information: vedjegymintaoltalmi.foosztaly@hipo.gov.hu
- Registries of IP rights: lajstromvezetesi.osztaly@hipo.gov.hu
- Industrial property law information: jogiosztaly@hipo.gov.hu
- R&D Qualification: kf@hipo.gov.hu
- Copyright information: szjftitkarsag@hipo.gov.hu
- Council of Copyright Experts: szjszt@hipo.gov.hu
- Body of Experts on Industrial Property: iszt@hipo.gov.hu
- National Board Against Counterfeiting: hent@hipo.gov.hu
- Hungarian Design Council's Office: mfti@hipo.gov.hu
- Education and online awareness raising events: oktatas@hipo.gov.hu
- Frecskay János Special Library: IPlibrary@hipo.gov.hu

We kindly ask our **supplier partners** to avoid the in-person delivery of invoices, please choose instead the postal service or, in case of invoices electronically also authentic, please use the szamlaerkeztetes@hipo.gov.hu e-mail address.

End of year closing

The Customer Service and the Frecskay János Special Library are closed from 23 December 2020 until 4 January 2021. The first day of receiving customers in the new year will be 5 January by all probability, when we will be at your disposal between 9.00-15.00.

The Filing Section is open on workdays between 10:00-12:00 as usual, the automatic client terminal and the e-administration platform are available 7/24.

Please keep on checking our website and social media sites for possible changes.

Follow us!



www.sztnh.gov.hu

Budapest, 13 November 2020