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| **Lao People’s Demoncratic****Peace Independence Demoncracy Unity Prosperity**

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| **KENFOX IP & Law Office** | No. ……./ ……….Vientiane Capital, dated …………………. |

**Application for customs recordal**To: Director of Customs DepartmentSubject: Request for provisinal seizure the products* Based on the Tax Law No. 81/NA, dated 29 June 2020;
* Based on the document (number, date) issued by the Customs Department regarding the recordal the information of intellectual property rights ownership (if any);
* Based on Notification of the customs authorities who found goods that potential to infringe the Intellectual Property (if any).

We, **KENFOX IP & Law Office**, on behalf of [***the trademark owner’s name***] propose to the Customs Department to conduct provisinal seizure the goods before proceeding with the customs declaration procedure for the goods bearing the mark [***the trademark name***] (details of the target goods).In the event that the seized goods are confirmed to be infringing intellectual property rights, I request the Customs Department to take measures against the infringing goods according to relevant laws and regulations.I will compensate the damages and other costs caused by the failure of provisinal seizure of the goods to the owner of the goods according to the relevant laws and regulations.The deposit amount is ten million kip (10.000.000 kip) is in cash form only.Therefore, it is proposed to you for proper consideration.**Applicant’s name, signature and seal** |

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| **Lao People's Democratic Republic****Peace Independence Democracy Unity Prosperity**

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| **KENFOX IP & Law Office** |  No……/………… Vientiane Capital, Date………….. |

**Application**

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| **Dear:** | Director of Customs Department. |
| **Subject:** | Recordal Information of the ownership of Intellectual Property rights. |

* Based on Customs Law No. 81/NA, dated June 29, 2020;
* Based on Intellectual Property Law, Edited version 38/NA, dated 15 November 2017;
* Based on Ministry of Finance instruction No. 0121/MOF. dated 13 January 2022 regarding to the Intellectual property rights enforcement of Customs officials

We, on behalf of [***the trademark owner’s name***], would like to propose to the Director of Customs Department for recordal information of ownership of intellectual property rights according to the Law and regulation of customs, which includes the details of intellectual property rights as below:**1. The applicant*** Name and Surname:
* ID card or passport number:
* Address:
* Telephone:
* Fax:
* Email:
* Emergency contact number:

**2. The owner of the rights*** Name and Surname (individual) or company name (legal entity):
* Address:
* Telephone:
* Fax:
* Email:
* Emergency contact number:

**3. Types of rights that require protection**The type of rights propose for protection is trademark rightsTrademark registration information:

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| * Registration number:
 | Issued date: 1353 |
| - Issued by: Department of Intellectual Property | Expiry date: **11 September 2022** |

**4. Scope requires protection**The scope of protection is for the whole country.**5. List of products requested for protection**The list of goods requested for protection is (*the applicant must provide details to help the customs authorities observe and track*): * Product details:
* HS product code (10 digits):

**6. Appendix (mark x in the box for the type of document attached)** x Intellectual Property registration certificate: □ List of authorized importers and exporters: □ The partner has observed and identified genuine or counterfeit goods; □ Verifying document the origin of genuine goods (if any): x Power of Attomey or Power of Attorney Agreement (original); □ Agreement to transfer/use intellectual property rights: x Samples, images and models of products. Therefore, it is proposed to you for proper consideration **Applicant’s name, signature and seal** |