

Service no.	DSE4009
Title of service	Registration of Award
Brief introduction of the service	<p>The registration of an award conferred protection for:</p> <ol style="list-style-type: none"> 1. Decorations of merit conferred by the MSAR or by other countries or territories; 2. Medals, diplomas and prizes in money or of any other nature obtained at official exhibitions, fairs and competitions, or officially recognized by the MSAR or by other countries or territories; 3. Diplomas and certificates of analysis or commendation issued by laboratories and other public services of the MSAR or by organisms qualified for such purposes; 4. Titles of supplier to official bodies and other entities or official establishment, of the MSAR or of other countries or territories; 5. Any other prizes or demonstrations of preference of an official character.
Responsible entity	Macao Economic Bureau - Intellectual Property Department (IPD)
Location of application	<p>Address : Rua Dr. Pedro José Lobo, 1-3, 8/F, Macao</p> <p>Submission of Documents: Rua Dr. Pedro José Lobo, 1-3, 2/F, Macao (Reception Center)</p>
Office hours	<p>Mon to Thu: 9:00 - 13:00; 14:30 - 17:45</p> <p>Fri: 9:00 - 13:00; 14:30 - 17:30</p>
Contact for enquiries	<p>Tel.no. :</p> <p>Reception Center - 8597 2266, 8597 2220</p> <p>Enquiries on Application - 8597 2626, 8597 2624</p> <p>Fax no. : 2871 5291</p> <p>E-mail : dpi@economia.gov.mo</p> <p>Website : http://www.economia.gov.mo</p>

Procedure no.	DSE4009A
Type of process	Procedures for Registration of Award
Service target and eligibility of application	<ol style="list-style-type: none"> 1. Any individual who is holding a Macao SAR Resident Identity Card; 2. Any body corporate registered in the Macao SAR and constituted according to the law of the Macao SAR; 3. For those who do not hold a valid Macao SAR

	<p>Resident Identity Card, or are not a body corporate registered in the Macao SAR, they can appoint one of the following entities as their proxy, and submit the relevant “Power of Attorney”:</p> <ul style="list-style-type: none"> - A lawyer registered with the Macao Lawyers Association; - An individual who is a Macao SAR resident; - A body corporate registered in the Macao SAR; - An official industrial property agent authorized or accredited in the Macao SAR (currently not applicable).
Procedures	<ol style="list-style-type: none"> 1. The applicant should complete the form “Application for Registration of Award” in Chinese or Portuguese, and submits it with the annexes to the Industrial Property Application Counter of Reception Center of the Macao Economic Bureau (2nd Floor); 2. If the application is in order, the relevant notice of application will be published on the first or third Wednesday of every month, in the Series II of Official Gazette of the MSAR; 3. After the application for registration of award has been approved, the information including the relevant registration number, name of the right-holder and the ruling date, etc, will be published on the first or third Wednesday of every month, in the Series II of Official Gazette of the MSAR; 4. Upon the end of the one-month period for appeals counting from the date of publication of the approval of registration, or five working days after the court decision was acknowledged in the event of an appeal, the applicant should submit the original filing receipt issued by the Macao Economic Bureau, at the Industrial Property Application Counter of Reception Center of the Macao Economic Bureau (2nd Floor) to obtain the registration certificate.
Necessary documents	<ol style="list-style-type: none"> 1. The completed “Application for Registration of Award” form, (can be downloaded on the website of the Macao Economic Bureau, or obtain for free at the

	<p>Intellectual Property Department of the Macao Economic Bureau);</p> <ol style="list-style-type: none"> 2. The originals or certified photocopies of the diplomas or titles; 3. Where appropriate, submit the following documents: <ul style="list-style-type: none"> - Power of attorney; - A duly legalized copy of the official publication in which the award was conferred or published, or simply the part thereof necessary and sufficient to identify it; - If the registration of awards including references to names or emblems of establishment, the photocopy of such name or emblem of establishment registration certificate is required for submission; - If the certificates or other documents are not written in official languages of MSAR, the translated copies should be submitted in any official languages of MSAR (Chinese or Portuguese).
Processing time	<ol style="list-style-type: none"> 1. If the documents have been presented in order, the registration will be granted in approximately three to four months; 2. Time required for the issue of registration certificate is five working days.
Remarks	<ol style="list-style-type: none"> 1. There is no limit for the duration of the registration of award; 2. In the following cases, an annotation is required to record or inscribe in the respective application document and registration certificate: <ul style="list-style-type: none"> - Assignment of the right of award; - Alteration of the name of applicant, right-holder or body corporate; - Alteration of the address of applicant, right-holder or body corporate. <p>The applicant or right-holder should complete the “Application of Other Actions” form which can be downloaded on the website of the Macao Economic</p>

	<p>Bureau, or obtained for free at the Intellectual Property Department of the Macao Economic Bureau, accompanying with the supporting document of annotation, and submit to the Industrial Property Application Counter of Reception Center of the Economic Services 2nd Floor) for the application of annotation. For right-holder, who has obtained registration, should also submit the original of registration certificate. The relevant annotation will be published on the first or third Wednesday of every month, in the Series II of Official Gazette of the MSAR, and the right-holder, who has submitted the certificate of registration, should collect the registration certificate at the Industrial Property Application Counter of Reception Center of the Macao Economic Bureau (2nd Floor), ten working days after the publication of the annotation.</p>
Download forms	<ul style="list-style-type: none"> - “Application for Registration of Award” Form - “Application of Other Actions” Form
Legislation websites	<ol style="list-style-type: none"> 1. Industrial Property Code - Decree-Law no. 97/99/M [B.O. 50 (Series I) , 13/12/1999] 2. Regarding the formats of the application forms, registration certificates and certificates for the application of granting of Industrial Property - Ruling of Chief Executive no. 202/2000 [BORAEM 42 (Series I) , 16/10/2000]