

## Detailed steps

### Step 1 Pay for patent registration

#### Contact details



#### Entity in charge

**BANK OF KIGALI**

Plot 6112, Avenue de la Paix , Kigali

Tel: + 250 252 593 100

Tel. 1: + 250 252 573 461, + 250 252 575 504

Email: [bk@bk.rw](mailto:bk@bk.rw)

Website: <http://www.bk.rw>

#### Unit in charge

**BANK OF KIGALI (RDB BRANCH)**

Mon: 07:00-18:00

Tue: 07:00-18:00

Wed: 07:00-18:00

Thu: 07:00-18:00

Fri: 07:00-18:00

#### Person in charge

**CASHIER**

#### Expected results

1. Payment receipt

#### Requirements

1. Payment slip (BK) (original)

#### Costs

##### Cost detail

##### **RWF 10,000**

fee for filing an application for patent with provisional specification formal examination

##### or **RWF 30,000**

fee for filing an application for patent with final specification formal examination

**Payment methods:** cash, credit cards

**Time frame**

Waiting time in queue: Max. 10mn

Attention at counter: Max. 5mn

**Legal justification**

1. Law on the protection of intellectual property N° 31/2009 of 26/10/2009  
Article 23
2. Ministerial order n°24 of 17/03/2016 determining fees payable for registration services of intellectual property  
Article annex(page74) determining the fees for registration services of an Intellectual Property

**Additional information**

The prescribed fee can also be paid to RDB account 028146096 (RWF) held at Bank of Kigali. Applicants outside Rwanda, must go through a local law firm to process payment on their behalf.

**Recourse: Bank of kigali - RDB**



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**Person in charge**

**SUPERVISOR**



Entity in charge: *Rwanda Development Board*

Certified by: *Blaise Ishimwe, DM Intellectual property*

Date/Signature: *09/07/2016* 