

Step 2 Submit patent rights registration documents**Contact details****Entity in charge**

RWANDA DEVELOPMENT BOARD

Gishushu, Nyarutarama Road , Kigali
P.O Box 6239
Tel: +250 252 585 179
Email: info@rdb.rw
Website: <http://www.rdb.rw>

Unit in charge

INTELLECTUAL PROPERTY DIVISION

Mon: 07:00-17:00
Tue: 07:00-17:00
Wed: 07:00-17:00
Thu: 07:00-17:00
Fri: 07:00-15:00

Person in charge

ALEXIS TUYIZERE

Registration Officer
Tel: 0788739883
Email: alexis.tuyizere@rdb.rw

Expected results

3. Journal receipt notice

Requirements

Natural persons

Legal persons

Representatives

For an individual

1. Payment receipt (original)
2. Application letter - Patent (original)
addressed to the registrar general
3. Patent application form (original)
duly filled and signed
4. Description of the invention (original)
see article 25 and 26 of intellectual property law. Should include a summary stating the distinctive characters which constitute the innovation of the invention
5. Abstract (original)
see article 27 of intellectual property law
6. Drawings, models, or samples (original)
as many as necessary to the intelligence of description
7. Proof of identity (original + Simple copy)
of the applicant (passport or national ID)

For companies

1. Payment receipt (original)
2. Application letter - Patent (original)
addressed to the registrar general
3. Patent application form (original)
duly filled and signed
4. Description of the invention (original)
see article 25 and 26 of intellectual property law. Should include a summary stating the distinctive characters which constitute the innovation of the invention
5. Abstract (original)
see article 27 of intellectual property law
6. Drawings, models, or samples (original)
as many as necessary to the intelligence of description
7. Certificate of domestic company registration (Simple copy)
or certificate of incorporation from the country of origin if the company is foreign in which case the copy must be notarized

In addition, for an authorized representative

1. Proof of identity (original + Simple copy)
of the authorized representative (passport or national ID)
2. Power of attorney (an authentic copy)
notarized

Time frame

There is no exact maximum time before the patent certificate is granted, as the timeframe varies depending on the complexity of the invention. The whole application and processing process lasts on average for 1 year at minimum.

Attention at counter: Min. 15mn - Max. 30mn

Waiting time until next step: Min. 90 days - Max. 180 days

Legal justification

1. Law on the protection of intellectual property N° 31/2009 of 26/10/2009
articles 23, 24, 25, 26, 27, 28, 29, 30, 31, 188

Additional information

Applicants who do not reside in Rwanda must be represented by an authorized industrial property agent in Rwanda.

After receiving a complete application, the IP unit starts the formal examination of the patent application. This step may take 3 to 6 months before it is complete. Within that period, additional information may be requested by the IP department when necessary. In such cases, the applicant is given an "incomplete notice" with details of what modifications have to be made and the deadline. Once the examination concludes that the application is complete, the applicant receives an "acceptance notice".

Recourse: Intellectual Property Division



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Person in charge

BLAISE RUHIMA MBARAGA

Division Manager
Tel: + 250 788 632 160
Email: blaise.ruhima@rdb.rw

	Entity in charge: <i>Rwanda Development Board</i>
	Certified by: <i>Blaise Ruhima, DM Intellectual Property</i>
	Date/Signature: <i>08/07/2016</i>

