Step 4  Pay fee for substantive examination

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
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
Payment methods: cash, credit cards
The fee for substantive examination is determined by the local (NIRDA) or international (ARIPO or WIPO) institution. The applicant is notified of the required amount by letter.

Time frame
Waiting time in queue: Max. 10mn
Attention at counter: Max. 5mn
Waiting time until next step: Min. 270 days - Max. 3600 days
Legal justification

1. Ministerial order no. 24 of 17/03/2016 determining fees payable for registration services of intellectual property
   Article annex (page 74)

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.

After payment, the receipt should be submitted to the IP unit to be transferred to the institution in charge of the substantive examination.

The substantive examination by ARIPO takes at minimum 2 weeks. There is no exact maximum duration as it depends on the complexity of the invention.

Recourse: Bank of Kigali - RDB

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
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
SUPERVISOR

Entity in charge: [Signature]
Certified by: [Signature]
Date/Signature: 08/07/2016