Step 3  Pay for trade mark registration

Entity in charge
BANK OF KIGALI
Plot 6112, Avenue de la Paix, Kigali
Tel: +250 252 393 100
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

Cost detail

RWF 30,000
trade mark application fee

RWF 5,000
initial "Nice classification"

RWF 3,000
each additional class of "Nice classification", if applicable

Payment methods: cash, credit cards

Time frame

Waiting time in queue: Max. 10mn
Attention at counter: Min. 5mn - Max. 5mn

Legal justification

1. Ministerial order n°24 of 17/03/2016 determining fees payable for registration services of intellectual property
   Article 2 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: Claire Nahlen
Date/Signature: 04/07/2016