

江苏省知识产权申请注册和维权指引

(2021版)

一、说明

为方便相关权利人在江苏进行专利、商标等知识产权申请注册和维权，依据中华人民共和国有关法律法规，特制定本指引。本指引所称知识产权主要是指在中国大陆获得法律保护的专利权、商标权、集成电路布图设计专有权和著作权等，除此以外的其它知识产权，如植物新品种、商业秘密等，本指引未作描述，企业遇有此类要求，可向有关机构咨询。

二、专利

(一) 申请类型

专利申请分为发明、实用新型和外观设计三种类型。针对产品、方法或者其改进所提出的新的技术方案，可以申请发明专利；针对产品的形状、构造或者其结合所提出的适于实用的新的技术方案，可以申请实用新型专利；针对产品的整体或者局部的形状、图案或者其结合以及色彩与形状、图案的结合所作出的富有美感并适于工业应用的新设计，可以申请外观设计专利。

(二) 申请流程

1. 准备申请文件

申请发明专利的，申请文件应当包括发明专利请求书、权利要求书、说明书（必要时应当提交说明书附图）。

申请实用新型专利的，申请文件应当包括实用新型专利请求书、权利要求书、说明书、说明书附图。

申请外观设计专利的，申请文件应当包括外观设计专利请求书、该外观设计的图片或者照片以及对该外观设计的简要说明。要求保护色彩的，应当提交彩色图片或者照片。

委托专利代理机构代为办理的，还应提交《专利代理委托书》1份。

2. 提交申请文件

提交专利申请文件可采用纸件形式或者电子形式。专利申请文件可以提交到国家知识产权局专利局受理处（以下简称国家局受理处），或国家知识产权局专利局设立在各地的专利代办处（以下简称代办处）。目前国家知识产权局专利局在江苏省设有国家知识产权局专利局南京代办处和国家知识产权局专利局南京代办处苏州分理处。专利电子申请可访问中国专利电子申请网（<http://cponline.cnipa.gov.cn>），自助注册登录后使用。

3.等待受理通知书

国家局受理处或代办处收到专利申请后，对符合受理条件的申请，将确定申请日，给予申请号，发出受理通知书。电子申请一般自申请提交后24小时内发出受理通知书，纸件申请4个工作日发出受理通知书，如超出时限未收到通知书的，申请人应当及时进行查询。

（三）专利申请日的确定

专利申请采用先申请原则，申请日的先后成为确定专利权的法律依据。以电子方式提交专利申请文件的，以提交日为申请日。以纸件方式当面提交申请文件的，申请日以国家局受理处或代办处收到申请文件的日期为准；如果申请文件是通过邮局邮寄的，以寄出的邮戳日为申请日；如果申请文件是通过其他渠道邮寄的，以国家局受理处或代办处收到文件的日期为申请日。

（四）专利权的期限

发明专利权的保护期限为20年，实用新型专利权的保护期限为10年，外观设计专利权的保护期限为15年，均自申请日起计算。

（五）专利权的转让

专利权可以转让。转让专利权的，当事双方应当订立书面合同，并向国家局受理处提交《著录项目变更申报书》进行登记，由登记部门审核合格后予以公告。专利权的转让自登记之日起生效。

（六）专利权的终止

专利权终止分为正常终止和非正常终止。正常终止是指专利权因保护期限届满而终止；非正常终止是指专利权在保护期内，因法定事由的出现而导致专利权提前终止。能够引起专利权非正常终止的原因一般有：没有按规定缴纳年

费、专利权人以书面声明放弃其专利权等。

三、商标

(一) 注册类型

现行商品和服务分类基本采用了2017年1月1日开始启用的第十一版尼斯分类的体系、内容和规则，又根据中国的商品服务实际情况，增加了部分具有中国特色的商品和服务项目名称（可接受的商品和服务项目名称已在中国商标网“<http://sbj.cnipa.gov.cn/>”商标查询栏目和商标网上服务系统公布，申请人可在线查询和填报）。

(二) 注册流程

1. 查询

申请人可在国家知识产权局商标局（以下简称国家局商标局）官网（网址同上述“中国商标网”）的“商标网上查询”栏目中查询有无相同或近似商标已被先行注册。

2. 准备申请材料


申请商标注册需要准备营业执照（副本）复印件、所要注册商标的电子图样以及其他相关证件原件及扫描件等。

3. 注册业务办理

申请人办理商标业务可通过以下三种途径：一是在国家局商标局官网上的“商标网上申请”栏目注册新用户，通过商标网上服务系统直接提交各项商标业务的办理申请；二是携带相关材料，前往国家局商标局的商标受理窗口进行办理，地方商标受理窗口可为申请人提供电脑并指导申请人进行自助填报；三是选择委托代理机构代为申请，代理机构会对申请人准备好的商标名称或图形或组合商标等进行检索查询和判断，并对商品服务类别的选择给出专业性的意见和建议。

4. 接收缴费通知书并进行缴费

申请人递交商标注册申请之后，国家局商标局进行审查，符合形式要求的，将电子版缴费通知书通过用户填写的电子邮箱地址直接发送至申请人邮



箱，同时通过填写的手机号以短信方式提示申请人；申请人可以在国家局商标局官网注册简易用户并登录进行自助网上缴费，也可以前往递交申请的商标受理窗口进行缴费。

5.等待受理通知书

申请人按期缴纳完受理商标注册费后，国家局商标局会将电子版受理通知书通过用户填写的电子邮箱地址直接发送至申请人邮箱，同时通过填写的手机号以短信方式提示申请人。

（三）商标申请日的确定

商标注册采用先申请原则，申请日的先后成为确定商标权的法律依据，商标注册的申请日以国家局商标局收到商标注册申请的日期为准。

（四）商标权的期限

注册商标的有效期为10年，自核准注册之日起计算。注册商标有效期满后，可以续展。需要继续使用的，应当在期满前12个月内申请续展注册；在此期间未能提出申请的，可以给予6个月的宽展期。每次续展注册的有效期为10年，自该商标上一届有效期满次日起计算。期满未办理续展手续的，注销其注册商标。

（五）商标权的转让

注册商标可以转让，转让人和受让人应当签订转让协议，并共同向国家局商标局提出申请。转让注册商标经核准后，予以公告。受让人自公告之日起享有商标专用权。

（六）商标权的终止

商标权的终止分为注销终止和撤销终止。注销终止是指注册商标所有人自动放弃使用注册商标而报请注销或期满不请求继续使用注册商标而被注销。撤销终止是指注册商标所有人违反商标法的有关规定而受到的行政处理，商标权被强制终止。

四、集成电路布图设计专有权

(一) 登记范围

集成电路布图设计(以下简称布图设计),是指集成电路中至少有一个是有源元件的两个以上元件和部分或者全部互连线路的三维配置,或者为制造集成电路而准备的上述三维配置。

(二) 登记流程

1.准备材料

申请布图设计登记需准备的材料:布图设计登记申请表、图样、图样的目录。

布图设计在申请日之前已投入商业利用的,申请登记时应当提交4件样品。

申请人委托代理机构的,还应提交布图设计登记代理委托书。

2.提交申请文件

提交布图设计登记申请文件可采用纸件形式或者电子形式。申请文件可以提交到国家知识产权局受理处,或开通布图设计受理业务的代办处。目前国家知识产权局专利局南京代办处和国家知识产权局专利局南京代办处苏州分理处均已开通此项受理业务。布图设计登记电子申请可访问集成电路布图设计电子申请平台(<http://vlsi.cnipa.gov.cn/>),自助注册登陆后使用(中国专利电子申请网注册用户可直接登录使用)。

3.等待受理通知书

申请人提交的申请文件,经国家知识产权局审查,符合受理条件,且未发现形式缺陷的,审查员发出受理通知书和缴费通知书;符合受理条件但存在形式缺陷的,审查员发出受理通知书和补正通知书,申请人应按补正通知书上的要求,在规定期限内提交补正材料,如果经补正已克服全部缺陷,则审查员发出缴费通知书;不符合受理条件的,发出不受理通知书。

(三) 申请日的确定

以电子方式提交申请文件的,以提交日为申请日。以纸件方式当面提交申请文件的,申请日以国家局受理处或代办处收到申请文件的日期为准;如果申请文件是通过邮局邮寄的,以寄出的邮戳日为申请日;如果申请文件是通过其

他渠道邮寄的，以国家局受理处或代办处收到文件的日期为申请日。

（四）布图设计专有权的期限

布图设计专有权的保护期为10年，自布图设计登记申请之日或者在世界任何地方首次投入商业利用之日起计算，以较前日期为准。但是，无论是否登记或者投入商业利用，布图设计自创作完成之日起15年后，不再受保护。

（五）布图设计专有权的转让

布图设计权利人可以将其专有权转让。当事人应当订立书面合同，并向国家知识产权局受理处提交著录项目变更申报书进行登记，由国家知识产权局予以公告。布图设计专有权的转让自登记之日起生效。

（六）布图设计专有权的终止

布图设计专有权终止分为正常终止和非正常终止。正常终止是指布图设计专有权因保护期限届满而终止；非正常终止是指布图设计专有权在保护期内，布图设计权利人以书面声明放弃其专有权。

五、著作权

（一）登记范围

著作权登记范围包括文字作品；口述作品；音乐、戏剧、曲艺、舞蹈、杂技艺术作品；美术、建筑作品；摄影作品；视听作品；工程设计图、产品设计图、地图、示意图等图形作品和模型作品；计算机软件；符合作品特征的其他智力成果。

（二）登记流程

1.准备材料

申请作品著作权登记需准备的材料：申请人身份证明文件（个人需身份证正反面和本人手持身份证照片；单位需相应证件副本复印件加盖本单位公章）；权利归属证明文件；作品的样本（提交电子介质作品样本）。

2.申请登记

作品著作权登记采用网上办理，登录江苏省新闻出版局（省版权局）门户网站（<http://www.jssxwcbj.gov.cn>），依次点击“便民服务”、“在线办

理”、“江苏省作品著作权登记系统”。首次登录需要实名注册，注册完成后登录系统根据提示进行网上填报。

3.登记核查

登记机关在接到作品登记申请材料后，按规定进行核查，身份审验期限为7个工作日，材料核查期限为30个工作日，自登记机关收到申请人提交完整合格申请登记材料之日起算。核查结果将通过邮件、短信形式告知。

4.发放证书及公告

经核查符合规定的，通过作品著作权登记系统发放电子登记证书，申请人自行打印，亦可申请正式纸质证书，电子证书与正式纸质证书具有同等法律效力。

(三) 登记信息的变更

作品著作权登记中的部分信息可以变更，包括作品名称、作品类别及著作权人名称。

(四) 作品登记证书的撤销

作品登记发生以下情况时，登记机关将撤销其登记证书：

- 1.登记后发现《作品自愿登记试行办法》第五条所规定的情况的；
- 2.登记后发现与事实不相符的；
- 3.申请人申请撤销原作品登记的；
- 4.登记后发现是重复登记的。

(五) 作品登记档案查询

作品登记完成后，申请人因版权维权、版权交易、发生诉讼、公司上市等原因需要查询登记档案时，可登陆作品著作权登记系统提出档案查询申请。

六、遭受知识产权侵权时如何维权

当发现对方涉嫌侵犯自身知识产权合法权益时，可采取以下步骤维权：

(一) 组建维权团队

选择熟悉该项知识产权的技术或创作人员和精通知识产权法律的专业人员等组成维权团队。

（二）收集证据

- 1.本企业主体资格证明；
- 2.本企业拥有的知识产权权利证明；
- 3.对方实施侵权的证据；
- 4.因对方侵权行为使企业遭受损失的证据。

（三）开展分析评估

- 1.专利权遭受侵犯时，对权利的稳定性进行分析评估；
- 2.根据收集的证据材料分析评估对方构成侵权的可能性。

在此过程中，企业可以向江苏省内知识产权维权援助机构提出申请，由其向企业提供对方构成侵权的可能性的意见。

（四）选择维权途径

1.协商解决。可向对方发律师函明确告知本企业所拥有的知识产权，指出对方存在的侵权行为，提出解决办法，协商一致的，订立书面协议。

2.第三方机构调解。可向江苏省知识产权纠纷人民调解委员会、江苏版权调解中心、江苏（南京）知识产权仲裁调解中心等第三方调解机构申请调解，通过居中调解使双方在自愿协商的基础上，达成调解协议。

3.申请仲裁。与对方沟通签订仲裁协议，依据仲裁协议向仲裁机构申请仲裁。

4.行政投诉。可向有管辖权的知识产权行政管理部门请求处理。

5.司法诉讼。可向有管辖权的人民法院提起诉讼。人民法院对于可能因当事人一方的行为或者其他原因，使判决难以执行或者造成当事人其他损害的案件，根据对方当事人的申请，可以裁定对其财产进行保全、责令其作出一定行为或者禁止其作出一定行为；当事人没有提出申请的，人民法院在必要时也可以裁定采取保全措施。人民法院采取保全措施，可以责令申请人提供担保，申请人不提供担保的，裁定驳回申请。人民法院接受申请后，对情况紧急的，必须在四十八小时内作出裁定；裁定采取保全措施的，应当立即开始执行。

七、被控侵犯知识产权时如何维权

当被控侵犯他人知识产权时，可采取以下步骤维权：

（一）组建应对团队

选择熟悉被控侵权产品、作品（制品）或技术的研发或创作人员和精通知识产权法律的专业人员等组成应对团队。

（二）准备应诉证据

- 1.企业拥有的知识产权权利证据；
- 2.企业被控产品或技术合法来源的证据；
- 3.企业被控产品或技术未侵权的证据；
- 4.影响对方权利稳定性的证据；
- 5.不构成侵权的其他证据。

（三）开展分析评估

- 1.查询对方是否具有主张知识产权权利资格；
- 2.查询对方知识产权法律状态及权利内容；
- 3.涉及专利权时，需根据收集到的证据材料评估对方权利的稳定性；
- 4.对被控产品、作品（制品）或技术与对方权利内容进行对比分析；
- 5.从法律及技术等层面进行是否侵权的综合判断。

在此过程中，企业可以向江苏省内知识产权维权援助机构提出申请，请求提供相关帮助和服务。

（四）积极应对纠纷

- 1.对方发来律师函的，主动就相关问题与对方进行沟通，争取协商解决。
- 2.自行协商未能解决纠纷的，可与对方沟通，共同向江苏省知识产权纠纷人民调解委员会、江苏版权调解中心、江苏（南京）知识产权仲裁调解中心等第三方调解机构申请调解。
- 3.自行协商、第三方调解均未解决纠纷的，可主动与对方沟通签订仲裁协议，依据仲裁协议向仲裁机构申请仲裁。
- 4.对方向知识产权行政管理部门提出请求或向人民法院提起诉讼的，积极应诉。对行政处理或司法判决不服的，可根据实际情况提起行政诉讼或上诉。



八、涉及知识产权权属纠纷或奖励、报酬纠纷如何维权

涉及知识产权权属纠纷或知识产权奖励、报酬纠纷时，企业可以向江苏省知识产权纠纷人民调解委员会、江苏版权调解中心、江苏（南京）知识产权仲裁调解中心等第三方调解机构申请调解，或请求有管辖权的知识产权行政管理部门调解，调解不成的，可以向有管辖权的人民法院起诉，也可以直接向有管辖权的人民法院起诉。

九、江苏省知识产权司法、行政与维权服务资源

江苏省行政区域范围内有管辖权的法院、知识产权行政管理部门、调解机构、仲裁机构、专利代办处、地方商标受理窗口、知识产权保护中心、快速维权中心、知识产权维权援助中心等方面资源如下（详见附件，但不限于附件）：

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附件:

江苏省知识产权司法、行政与维权服务资源列表

1.江苏省有知识产权案件管辖权的法院

| 编号 | 辖区有管辖权的中级法院 | 辖区有管辖权的基层法院 | 各立案庭咨询联系电话 |
|----|-------------|--|------------|
| 1 | 南京中院 | 玄武; 建邺; 江宁; 雨花台; 江宁经开区、江北新区(同时管辖鼓楼、六合) | 12368 |
| 2 | 苏州中院 | 虎丘、工业园区、昆山、太仓、常熟、吴江、张家港 | 12368 |
| 3 | 无锡中院 | 滨湖、新吴、江阴、宜兴 | 12368 |
| 4 | 常州中院 | 新北、天宁、武进、钟楼 | 12368 |
| 5 | 南通中院 | 通州(同时管辖启东、海安、如皋) | 12368 |
| 6 | 镇江中院 | 经济开发区、丹阳 | 12368 |
| 7 | 扬州中院 | 广陵、高邮、仪征 | 12368 |
| 8 | 盐城中院 | 亭湖、大丰 | 12368 |
| 9 | 泰州中院 | 医药高新区、靖江 | 12368 |
| 10 | 徐州中院 | 铜山区 | 12368 |
| 11 | 连云港中院 | 无 | 12368 |
| 12 | 淮安中院 | 无 | 12368 |
| 13 | 宿迁中院 | 宿城区 | 12368 |

专利纠纷案件由知识产权法院、最高人民法院确定的中级人民法院和基层人民法院管辖。海事、海商案件由海事法院管辖。信息网络侵权行为实施地包括实施被诉侵权行为的计算机等信息设备所在地, 侵权结果发生地包括被侵权人住所地。具体可电话咨询12368。

2.江苏省、设区市知识产权局

| 编号 | 名称 | 地址 | 邮编 | 电话 | 网址 |
|----|------------------------|---------------------------|--------|---------------|---|
| 1 | 江苏省知识产权局 | 南京市汉中门大街145号江苏省政务服务中心二期六楼 | 210036 | 025-83279963 | http://jsip.jiangsu.gov.cn/ |
| 2 | 南京市市场监督管理局 (知识产权局) | 南京市珠江路696号发展大厦 | 210018 | 025-84648980 | http://amr.nanjing.gov.cn/ |
| 3 | 无锡市市场监督管理局 (知识产权局) | 无锡市永和路28号 | 214023 | 0510-81009071 | http://scjgj.wuxi.gov.cn/ |
| 4 | 徐州市市场监督管理局 (知识产权局) | 徐州市云龙区新安路11号 | 221018 | 0516-83727616 | http://scjgj.xz.gov.cn/ |
| 5 | 常州市市场监督管理局 (知识产权局) | 常州市新北区太湖东路105号 | 213000 | 0519-88588200 | http://scjgj.changzhou.gov.cn/ |
| 6 | 苏州市市场监督管理局 (知识产权局) | 苏州市姑苏区平泖路188号 | 215000 | 0512-69821466 | http://scjgj.suzhou.gov.cn/ |
| 7 | 南通市市场监督管理局 (知识产权局) | 南通市崇川路106号 | 226000 | 0513-69818195 | http://scjgj.nantong.gov.cn/ |
| 8 | 连云港市市场监督管理局 (知识产权局) | 连云港市高新区振华东路18号 | 222006 | 0518-85681686 | http://scjgj.lyg.gov.cn/ |
| 9 | 淮安市市场监督管理局 (知识产权局) | 淮安市南昌北路502号 | 223001 | 0517-80877110 | http://scjgj.huaian.gov.cn/ |
| 10 | 盐城市市场监督管理局 (知识产权局) | 盐城市解放南路138号 | 224005 | 0515-89029417 | http://scjgj.yancheng.gov.cn/ |
| 11 | 扬州市市场监督管理局 (知识产权局) | 扬州市广陵区盐阜西路16号 | 225002 | 0514-87329740 | http://scjgj.yangzhou.gov.cn/ |
| 12 | 镇江市市场监督管理局 (知识产权局) | 镇江市润州区檀山路22号 | 212000 | 0511-85037932 | http://scjgj.zhenjiang.gov.cn/ |

| 编号 | 名称 | 地址 | 邮编 | 电话 | 网址 |
|----|-----------------------|-----------------------|--------|---------------|------------------------------|
| 13 | 泰州市市场监督管理局 (知识产权局) | 泰州市海陵区海陵南路315号 | 225300 | 0523-86608818 | http://scjgj.taizhou.gov.cn/ |
| 14 | 宿迁市市场监督管理局 (知识产权局) | 宿迁市洪泽湖路583号 (原质监局) | 223800 | 0527-84359200 | http://scjgj.suqian.gov.cn/ |

3.江苏省知识产权纠纷调解机构

| 编号 | 调解机构名称 | 地址 | 电话 | 联系人 |
|----|------------------|--------------------------------|------------------------------|-----|
| 1 | 江苏省知识产权纠纷人民调解委员会 | 江苏省南京市建邺区汉中门大街145号省政务服务中心二期6楼 | 4008869661 | 蒋燕 |
| 2 | 江苏(南京)知识产权仲裁调解中心 | 江苏省南京市建邺区汉中门大街145号省政务服务中心二期2楼 | 025-83236250 | 孙萌 |
| 3 | 无锡市知识产权纠纷人民调解委员会 | 无锡市梁溪区永和路28号无锡市知识产权局1411 | 0510-81009032 | 刘华 |
| 4 | 常州市知识产权纠纷人民调解委员会 | 常州市科教城天润科技大厦C座5楼 | 0519-89857966 | 华文松 |
| 5 | 苏州市知识产权纠纷人民调解委员会 | 苏州市工业园区金鸡湖大道1355号国际科技园3期8楼 | 0512-88182710 18015815811 | 田野 |
| 6 | 淮安市知识产权纠纷人民调解委员会 | 淮安市南昌北路502号 | 13405502003 | 严树青 |
| 7 | 扬州市知识产权纠纷人民调解委员会 | 扬州市盐阜西路18号 | 18005276680 | 陈青逸 |
| 8 | 镇江市知识产权纠纷人民调解委员会 | 镇江市南徐大道62-2号商务B楼1021室 | 18261963156 | 彭红红 |
| 9 | 泰州市知识产权纠纷人民调解委员会 | 泰州市海陵区海陵南路315号泰州市市场监督管理局主楼316室 | 13815952968 | 周雯 |

4.江苏省知识产权纠纷调解机构

| 编号 | 调解机构名称 | 地址 | 电话 |
|----|------------|---|--|
| 1 | 江苏版权纠纷调解中心 | 南京市秦淮区水西门大街2号3楼江苏省版权协会秘书处 南京市鼓楼区高云岭56号副楼301室 | 025-87769375转8013 025-87769379、87769265 |

5.江苏省仲裁机构

| 编号 | 名称 | 地址 | 立案咨询电话 |
|----|----------|----------------------|---------------|
| 1 | 南京仲裁委员会 | 南京市鼓楼区广州路189号民防大厦25层 | 025-84721682 |
| 2 | 无锡仲裁委员会 | 无锡市文华路199号8楼 | 0510-82730848 |
| 3 | 徐州仲裁委员会 | 徐州市泉山区西安南路122-2号四层 | 0516-83734982 |
| 4 | 常州仲裁委员会 | 常州市天宁区劳动中路218号 | 0519-81289667 |
| 5 | 苏州仲裁委员会 | 苏州市姑苏区凤凰街334号 | 0512-65229313 |
| 6 | 南通仲裁委员会 | 南通市崇文路2号图书馆综合服务中心12楼 | 0513-59002752 |
| 7 | 连云港仲裁委员会 | 连云港市海州区苍梧路36号1号楼3楼 | 0518-85800356 |
| 8 | 淮安仲裁委员会 | 淮安市经济技术开发区深圳路34号 | 0517-83320411 |
| 9 | 盐城仲裁委员会 | 盐城市亭湖区毓龙东路17号 | 0515-86663121 |
| 10 | 扬州仲裁委员会 | 扬州市广陵区江都路51号 | 0514-87158003 |
| 11 | 镇江仲裁委员会 | 镇江市正东路34号8楼 | 0511-84448955 |
| 12 | 泰州仲裁委员会 | 泰州市海陵区鼓楼南路368号三樓 | 0523-86397039 |
| 13 | 宿迁仲裁委员会 | 宿迁市洪泽湖路156号 | 0527-84358090 |

6.国家知识产权局江苏综合业务受理窗口

| 编号 | 名称 | 地址 | 邮编 | 电话 |
|----|----------------------|-------------------------------|--------|---------------|
| 1 | 国家知识产权局专利局南京代办处 | 南京市汉中门大街145号江苏省政务服务中心二期二楼D区 | 210036 | 025-83238202 |
| 2 | 国家知识产权局专利局南京代办处苏州分理处 | 江苏省苏州市干将东路178号苏州自主创新广场2号楼302室 | 215000 | 0512-67061881 |

7. 国家知识产权局商标业务地方受理窗口

| 编号 | 名称 | 地址 | 联系电话 |
|----|--------------------------------------|--|---------------|
| 1 | 南京商标受理窗口 | 南京市浦口区滨江大道292号江北新区市民中心二楼民生保障服务大厅 E3、E4、E5窗口 | 025-58195935 |
| 2 | 无锡商标受理窗口 | 无锡市梁溪区永和路28号101室 | 0510-81001852 |
| 3 | 徐州商标受理窗口 | 徐州经济技术开发区龙湖南路11号科技金融广场附楼五楼 | 0516-87787768 |
| 4 | 常州市天宁区锦绣路2号常州市政务服务中心1-1号楼3楼A13、A14窗口 | | 0519-85588500 |
| 5 | 南通商标受理窗口 | 南通市濠东路15号 | 0513-85128021 |
| 6 | 连云港商标受理窗口 | 连云港市海州区郁洲南路2号4楼 | 0518-85825986 |
| 7 | 淮安商标受理窗口 | 淮安市清江浦区健康西路87号 | 0517-89730963 |
| 8 | 泰州商标受理窗口 | 泰州市海陵区海陵南路315号 | 0523-86882017 |
| 9 | 宿迁商标受理窗口 | 宿迁市宿城区洪泽湖路730号 | 0527-84359815 |

8. 国家级知识产权保护中心

| 编号 | 名称 | 地址 | 邮编 | 电话 |
|----|----------------|------------------------------|--------|---------------|
| 1 | 中国（南京）知识产权保护中心 | 南京市江北新区扬子科创中心B幢18楼 | 211899 | 025-58188731 |
| 2 | 中国（常州）知识产权保护中心 | 常州市武进区常武中路801号创研港3号楼D座1楼 | 213100 | 0519-88010901 |
| 3 | 中国（苏州）知识产权保护中心 | 苏州市苏州工业园区金鸡湖大道1355号国际科技园3期8楼 | 215123 | 0512-88182712 |
| 4 | 中国（徐州）知识产权保护中心 | 徐州经济开发区金龙湖龙湖南路11号政务服务中心5楼 | 221018 | 0516-87787286 |
| 5 | 中国（南通）知识产权保护中心 | 南通市崇川路58号 | 226000 | 0513-85361606 |

知识产权保护中心主要承担所在市发明、实用新型专利的预审、维权援助工作，推进知识产权保护协作，开展专利导航、知识产权运营服务等工作。

9. 国家级知识产权快速维权中心

| 编号 | 名称 | 地址 | 邮编 | 电话 |
|----|----------------------|----------------------|--------|---------------|
| 1 | 中国南通（家纺）知识产权快速维权中心 | 南通市通州区川姜镇家纺城市管理委员会4楼 | 226315 | 0513-80160636 |
| 2 | 中国镇江丹阳（眼镜）知识产权快速维权中心 | 镇江市丹阳市云阳镇高新区科创园A4座 | 212324 | 0511-86560018 |

知识产权快速维权中心的职责主要是针对县域产业集聚区产品更新快、对外观设计维权需求强调的领域，提供集外观设计快速预审、快速确权、快速维权的知识产权公益服务。

10. 知识产权维权援助中心

| 编号 | 名称 | 地址 | 邮编 | 电话 |
|----|------------------|------------------------------|--------|---------------|
| 1 | 中国（江苏）知识产权维权援助中心 | 南京市建邺区汉门大街145号江苏省政务服务中心二期2楼 | 210036 | 4008869661 |
| 2 | 中国（苏州）知识产权维权援助中心 | 苏州市苏州工业园区金鸡湖大道1355号国际科技园3期8楼 | 215000 | 0512-88182710 |
| 3 | 中国（无锡）知识产权维权援助中心 | 无锡市梁溪区永和路28号市场监督管理局14楼 | 214100 | 0510-81009032 |
| 4 | 中国（常州）知识产权维权援助中心 | 常州市科教城天润科技大厦C座5楼 | 213000 | 0519-89857966 |
| 5 | 中国（泰州）知识产权维权援助中心 | 泰州市海陵南路315号 | 225300 | 0523-86606279 |
| 6 | 中国（南通）知识产权维权援助中心 | 南通市崇川区崇川路106号室1106室 | 226018 | 0513-69818199 |
| 7 | 中国（镇江）知识产权维权援助中心 | 江苏省镇江市南徐大道60号商务A区B座10楼 | 212000 | 0511-80821079 |
| 8 | 中国（盐城）知识产权维权援助中心 | 盐城市解放南路138号 | 224005 | 0515-89029413 |
| 9 | 南京市知识产权维权援助中心 | 南京市团结路98号扬子科创中心B座 | 210032 | 025-58187562 |

知识产权维权援助中心可为权利人提供如下维权服务：

- （1）组织提供有关知识产权法律法规、授权确权程序与法律状态、纠纷处理方式、取证方法等咨询指导服务；
- （2）组织提供知识产权公益研讨、培训；

- (3) 组织提供知识产权侵权判定参考意见；
- (4) 为重大公共知识产权纠纷或争端组织提供解决方案或建议；
- (5) 为公共研发、经贸、投资、技术转移或知识产权对外转让等活动组织提供分析预警；
- (6) 为展会、交易会、大型体育赛事、创新创业活动、文化活动等提供驻场等维权援助服务；
- (7) 为知识产权行政执法、行政裁决、司法保护、仲裁调解、诚信体系建设等工作提供技术支持，服务知识产权信息利用、文化宣传等工作。

2021



Guidelines for IPR Registration and Protection in Jiangsu Province

(Version 2021)

I. Description

These Guidelines have been formulated to help relevant IP owners in Jiangsu Province register and protect their patents, trademarks and other intellectual property (IP) in accordance with relevant laws and regulations of the People's Republic of China. The IP rights referred to in these Guidelines mainly include patent rights, trademark rights, exclusive rights in layout designs of integrated circuits and copyrights that are legally protected in the Chinese mainland as well as other IP rights such as new plant varieties and trade secrets, which are not described in these Guidelines. If the Enterprises have such requirements, they can consult relevant government authorities.

II. Patent

(I) Application type

There are three types of patent applications: invention, utility model and appearance design. An application for the invention patent can be filed in case of a new technical solution proposed for the product, method or their improvement; an application for the utility model patent can be filed in case of a practical new technical solution proposed for the shape and structure of the product or a combination of them; an application for the appearance design patent can be filed in case of a new design that is aesthetically beautiful and suitable for the industrial application filed for the whole or a part of the product shape, pattern or a combination of them as well as a combination of color, shape and pattern.

(II) Application process

1. Preparation of application documents

For an invention patent, the application documents shall include the request for the invention patent, the claims and the specification (if necessary, the attached drawing of the specification shall be submitted).

For a utility model patent, the application documents shall include the request for the utility model patent, the claims, the specification and the attached drawing of the specification.

For an appearance design patent, the application documents shall include the request for the design patent, the picture or photo of the appearance design and the brief description of such appearance design. Where color protection is required, the color pictures or photos shall be submitted.


If the patent agency is entrusted to handle the matter, one (1) copy of the Power of Attorney of the Patent Agency shall also be submitted.

2. Submission of application documents

The patent application documents can be submitted in paper or electronic form. The patent application documents can be submitted to the Acceptance Office of the Patent Office of the China National Intellectual Property Administration (CNIPA) (hereinafter referred to as the "Acceptance Office") or a local patent agency established by the CNIPA Patent Office (hereinafter referred to as the "Patent Agency"). At present, the CNIPA Patent Office has two agencies in Jiangsu: the Nanjing Patent Agency and its sub-agency in Suzhou. For electronic patent applications, visit <http://cponline.cnipa.gov.cn>, sign up and log in before filing applications.

3. Waiting for acceptance notice

After receiving a patent application, the Acceptance Office or the Patent Agency will determine the application date, grant the application number and issue an acceptance notice for the application that meets the acceptance conditions. The acceptance notice of an electronic application is usually



issued within 24 hours after the application is submitted, the acceptance notice of a paper application is generally issued within 4 working days, and if the applicant has not received the notice within the time limit, they shall make a timely inquiry.

(III) Determination of patent application date

The patent application shall comply with the first-to-file principle, and the application date is the legal basis for determining patent rights. Where the patent application documents are submitted electronically, the submission date shall be the application date. If the application documents are submitted in person, the application date shall be subject to the date on which the application documents are received by the Acceptance Office or the Patent Agency; if the application documents are mailed by the post office, the date on the postmark of the mail shall be the application date. If the application documents are mailed through other channels, the date on which the documents are received by the Acceptance Office or the Patent Agency shall be the application date.

(IV) Term of patent rights

The protection term of invention patent rights is 20 years, the protection term of utility model patent rights is 10 years, and the protection term of appearance design patent rights is 15 years, which are calculated from the application date.

(V) Transfer of patent rights

Patent rights can be transferred. For the patent rights transfer, both parties concerned shall conclude a written contract and submit the Declaration for Changes of Recorded Items to the Acceptance Office for registration. Upon approval, the Acceptance Office will make an announcement on the transfer. The transfer of patent rights shall take effect from the date of the registration.

(VI) Termination of patent rights

The termination of patent rights is divided into normal termination and abnormal termination. Normal termination refers to the termination of a patent right due to the expiration of the protection term; abnormal termination refers to the early termination of a patent right for legal reasons during the protection term of the patent right. Abnormal termination of a patent right generally arises from the failure to pay annual fees in accordance with regulations, the patentee's waiving of its patent rights in a written statement, among other reasons.

III. Trademark

(I) Registration type

The current goods and services are classified based on the system, content and rules of the Nice Classification (Eleventh Edition) which was effective on January 1, 2017, and a part of names of goods and service items with Chinese characteristics have been added according to the actual situation of China's goods and services (the acceptable names of goods and service items have been published in the trademark inquiry column on the official website (<http://sbj.cnipa.gov.cn/>) and announced on the trademark online service system, where applicants can make an inquiry before registration).


(II) Registration process

1. Inquiry

An applicant can inquire about whether there are the same or similar trademarks registered in advance in the "Online Trademark Inquiry" column on the official website (<http://sbj.cnipa.gov.cn/>) of the CNIPA Trademark Office (hereinafter referred to as the "Trademark Office").

2. Preparation of application materials

Before applying for trademark registration, an applicant needs to prepare



the photocopy of the business license (copy), the electronic drawing of the trademark to be registered and the originals and scanned copies of other relevant certificates.

3. Handling of registration business

There are three ways for an applicant to handle the trademark business:

1. Register as a new user in the "Online Trademark Application" column on the official website of the Trademark Office, and submit the application for handling the trademark business through the online trademark service system;
2. Bring relevant materials to handle the registration business at a trademark acceptance window of the Trademark Office, which can provide a computer and self-service handling guide;
3. Entrust an agent, which will search for and judge the trademark name or graphics or composed marks prepared by the applicant, and give its professional advice and recommendations on the selection of categories of goods and services

4. Accepting payment notice and making payment

After the applicant submits an application for trademark registration, the Trademark Office will review the application. If the form of application is qualified, the Trademark Office will issue an electronic payment notice to the applicant's email address, and simultaneously send an SMS message to the mobile number the applicant has provided. The applicant may register as a simple user on the official website of the Trademark Office and log in to make payments online, or go to the trademark acceptance window where the application is submitted to make payments.

5. Waiting for acceptance notice

After the applicant pays the trademark registration acceptance fee on time, the Trademark Office will issue an electronic acceptance notice to the applicant's email address, and simultaneously send an SMS message to the mobile number the applicant has provided.

(III) Determination of trademark application date

The trademark registration adopts the first-to-file principle, and the application date is the legal basis for determining the trademark right, and the application date of the trademark registration is subject to the date on which the Trademark Office receives the trademark registration application.

(IV) Term of trademark rights


The period of validity of a registered trademark is 10 years, which is calculated from the date of registration approval. The registered trademark can be renewed after it expires. If the trademark owner needs to renew the trademark, they must file an application for trademark renewal within 12 months before the trademark expires; where no application has been filed within the said period, a grace period of 6 months may be allowed. The period of validity of each renewal is 10 years, which starts from the next day after the pre-renewed trademark expires. If the trademark owner fails to go through the renewal formalities before the trademark expires, the registered trademark will be canceled.

(V) Transfer of trademark rights

The registered trademarks can be transferred. The transferor and the transferee shall sign a transfer agreement and jointly file an application to the Trademark Office. The transfer of a registered trademark will be announced upon approval. The transferee will have the exclusive right of the transferred trademark from the date of the announcement.

(VI) Termination of trademark rights

The termination of trademark rights is divided into termination after cancellation and termination after revocation. Termination after cancellation refers to the termination of a trademark right when the trademark owner applies for the cancellation of the trademark because they voluntarily waive the trademark right or when the trademark owner has not applied for renewal



after the trademark expires. Termination after revocation refers to the compulsory termination of a trademark right after the trademark owner is imposed the administrative handling for violation of relevant provisions of the trademark law.

IV. Exclusive Rights in Layout Designs of Integrated Circuits

(I) Registration scope

A Layout design of an integrated circuit (hereinafter referred to as "layout design") refers to the three-dimensional disposition of two or more elements (at least one of which is an active element) of an integrated circuit and some or all of the interconnections of the integrated circuits, or such three-dimensional disposition prepared for an integrated circuit intended for manufacture.

(II) Registration process

1. Material preparation

Materials to be prepared for the application of layout design registration include the application form for layout design registration, drawings, and a catalog of drawings.

Where a layout design has been put into commercial use before the application date, four (4) samples shall be submitted at the time of applying for registration.

Where the applicant appoints an agency, a power of attorney for layout design registration shall also be submitted.

2. Submission of application documents

The layout design registration application documents can be submitted in paper or electronic form. The application documents can be submitted to the Acceptance Office of the CNIPA, or a patent agency that can accept layout design registration applications. At present, the Nanjing Patent Agency of

CNIPA Patent Office and its sub–agency in Suzhou have started to accept such applications. For online application, visit the electronic application platform for layout design registration (<http://vlsi.cnipa.gov.cn/>), sign up and log in to file applications. Registered users of the China Patent Electronic Application Website (<http://cponline.cnipa.gov.cn/>) can directly log in to the platform.

3. Waiting for acceptance notice

The CNIPA will review the application documents submitted by the applicant. If the application documents are qualified to be accepted and compliant with the form requirements, the reviewer will issue an acceptance notice and a payment notice to the applicant. If the application documents are unqualified to be accepted or noncompliant with the form requirements, the reviewer will issue an acceptance notice and a supplement and correction notice, based on which the applicant shall submit the supplementary and corrected documents as required within the specified time limit. If all defects have been rectified, the reviewer will issue a payment notice. Otherwise, the reviewer will issue a non–acceptance notice.

(III) Determination of application date

Where the application documents are submitted electronically, the submission date shall be the application date. If the application documents are submitted in person, the application date shall be the date on which the application documents are received by the Acceptance Office or the Patent Agency; if the application documents are mailed by the post office, the date on the postmark of the mail shall be the application date. If the application documents are mailed through other channels, the date on which the documents are received by the Acceptance Office or the Patent Agency shall be the application date.

(IV) Term of exclusive rights in Layout Design



The term of protection of exclusive rights in layout design is 10 years, starting from the date of application for layout design registration or the date of the first commercial exploitation in any part of the world of the layout design, whichever is earlier. However, regardless of whether it is registered or put into commercial use, the layout design will no longer be protected after 15 years from the date of completion of its creation.

(V) Assignment of exclusive rights in Layout Design

The owner of layout design may transfer the exclusive rights therein. The parties concerned shall conclude a written contract and submit the Declaration for Changes of Recorded Items to the Acceptance Office of CNIPA for registration. Upon approval, the Acceptance Office will make an announcement on the transfer. The transfer of exclusive rights in layout design shall take effect from the date of the registration.

(VI) Termination of exclusive rights in layout design

The termination of exclusive rights in layout design is divided into normal termination and abnormal termination. Normal termination refers to the termination of the exclusive rights in layout design due to the expiration of the term of protection. Abnormal termination means that the owner of the exclusive rights in layout design waives such exclusive rights by a written declaration during the term of protection.

V. Copyright

(I) Registration scope

The scope of copyright registration includes written works, oral works, music, drama, Chinese folk art forms, dance, acrobatics artworks, fine arts, architecture, photographic works, audiovisual works, graphic works and model works (such as engineering design drawings, product design drawings, maps and schematic diagrams), computer software, and other intellectual

achievements that meet the characteristics of the works.

(II) Registration process

1. Material preparation

Materials required for application for copyright registration: the applicant's identity documents (for individuals: the front and back copies of the identity card and the photo of the applicant holding the identity card; for enterprises: the photocopies of corresponding documents (copy) affixed with the company's red seal); supporting document of right ownership; examples of works (which shall be submitted in electronic form).

2. Application for registration

Copyright registration of works shall be handled online. Log in to the website (<http://www.jssxwcbj.gov.cn>) of Jiangsu Province Publishing & Press Bureau (Jiangsu Provincial Copyright Bureau), and click "Convenient Services" – "Online Handling" – "Jiangsu Copyright Registration System" in sequence. Real name registration is required for the first-time login. After registration, log in to the system and follow the prompts to fill out the online form.

3. Application review

The submitted application materials will be reviewed in accordance with relevant regulations. The identity verification and review of application materials generally take 7 and 30 working days, respectively. The verification and review period starts from the date on which the registration authority receives the complete and qualified application materials submitted by the applicant. The registration authority will notify the applicant of the verification and review results by email and SMS.

4. Certificate issuance and announcement

Upon approval, the registration authority will issue an electronic registration certificate through the copyright registration system, and the applicant may print the certificate on their own, or apply for an official paper



certificate. Electronic and paper certificates have the same legal effect.

(III) Change of registration information

Some information in the copyright registration (name and category of the work and the name of the copyright owner) can be changed.

(IV) Revocation of the registration certificate

The registration authority will revoke the registration certificate in the following cases:

1. Circumstances specified in Article 5 of the Trial Measures for the Voluntary Registration of Works are discovered after registration;
2. Any inconsistency with the facts is discovered after registration;
3. The applicant applies to revoke the registration of the original work;
4. The work has already been registered after registration.

(V) Registration archive inquiry

After the copyright registration is completed, if the copyright owner needs to inquire about the registration archives due to copyright protection, copyright exchange, litigation, company listing or other reasons, they must file an application through the copyright registration system.

V. IP protection

When an IP owner encounters any IP infringement, they can take the following steps to protect their rights:

(I) Establish a right protection team

Select technical or creative staff who are familiar with the IP and professionals who are knowledgeable about IP laws to form a right protection team.

(II) Collect evidence

1. Qualification certificate of the Enterprise entity;
2. Evidence of the Enterprise's ownership of the concerned IP;

3. Evidence of IP infringement by the infringer;
4. Evidence that the infringement has caused a loss to the Enterprise.

(III) Carry out analysis and evaluation

1. Analyze and evaluate the stability of the infringed patent rights;
2. Analyze and evaluate the infringement possibility based on the collected evidence and materials.

In this process, the Enterprise can file an application to the intellectual property right assistance institution in Jiangsu Province, which can provide the Enterprise with opinions on the infringement possibility.

(IV) Select a right protection approach


1. Settlement via negotiation. Send a lawyer's letter to explicitly inform the alleged infringer that it has infringed upon the IP owned by the Enterprise and propose relevant solutions. A written agreement can be concluded if a consensus is reached.

2. Mediation by a third-party organization. File an application for mediation to a third-party mediation organization such as the People's Mediation Committee on Intellectual Property Disputes in Jiangsu Province, the Jiangsu Copyright Mediation Center or the Jiangsu (Nanjing) Intellectual Property Arbitration and Mediation Center, and reach a mediation agreement based on voluntary negotiation.

3. Application for arbitration. Sign an arbitration agreement with the infringer through negotiation and file an application for arbitration to an arbitration institution in accordance with the arbitration agreement.

4. Administrative complaint. File an application for handling to an IP administrative department with jurisdiction.

5. Judicial litigation. File a lawsuit to a people's court with jurisdiction. For a case in which the act of either party hereto or any other reason makes the judgment hard to be executed or causes other harm to the party, the people's



court may, pursuant to the application by the other party, take measures preserve the party's property or order the party to undertake certain acts or prohibit it from undertaking certain acts; where the other party does not make such application, the people's court may also take preservation measures when necessary. Where the people's court takes preservation measures, it may order the applicant to provide security; where the applicant does not provide security, the people's court shall reject the application. After accepting the application, the people's court must, if the case is urgent, make a ruling within 48 hours; if the preservation measures are ruled to be adopted, the ruling shall be implemented immediately.

VII. Defense against IP infringement allegation

When the Enterprise is accused of infringing an IP of others, it can take the following steps to protect its rights:

(I) Establish a response team

Select developers or creators who are familiar with the allegedly infringing products, works or technologies and professionals who are knowledgeable about IP laws to form a response team.

(II) Prepare evidence to respond to the suit

1. Evidence of the Enterprise's ownership of the concerned IP;
2. Evidence of the Enterprise has a legal source of the allegedly infringing products or technologies;
3. Evidence that the Enterprise has not infringed upon the concerned products or technologies;
4. Evidence affecting the stability of the other party's IP rights;
5. Other evidence that proves no infringement is constituted.

(III) Carry out analysis and evaluation

1. Inquire whether the other party is qualified to claim the IP right;

2. Inquire the legal status and content of the other party's IP;
3. When the patent right is involved, the stability of the other party's rights shall be evaluated based on the evidence and materials collected;
4. Compare the allegedly infringing products, works or technologies with the IP content of the other party;
5. Judge whether the infringement occurs from the legal, technical and other levels comprehensively.

In this process, the Enterprise can file an application to the intellectual property right assistance institution in Jiangsu Province for help.

(IV) Actively respond to disputes

1. When the Enterprise receives a lawyer's letter, it shall actively communicate with the complainant on related issues and seek a solution through consultation.
2. If the consultation effort fails, the Enterprise may, together with the complainant, apply for mediation with a third-party mediation organization such as the People's Mediation Committee on Intellectual Property Disputes in Jiangsu Province, the Jiangsu Copyright Mediation Center or the Jiangsu (Nanjing) Intellectual Property Rights Arbitration and Mediation Center.
3. If the third-party mediation also fails, the Enterprise may take the initiative to push the complainant to sign an arbitration agreement and file an application to the arbitration institution for arbitration in accordance with the arbitration agreement.
4. If the complainant files a petition to an IP administrative department or files a lawsuit with a people's court, the Enterprise shall actively respond to the lawsuit. If either party is not satisfied with the administrative handling or judicial decision, the Enterprise may file an administrative lawsuit or appeal according to the actual situation.

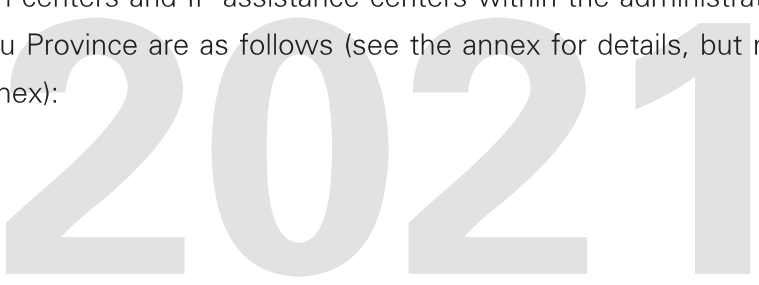


VIII. Disputes over IP ownership, rewards or remuneration

For disputes over IP ownership, rewards or remuneration, the Enterprise can apply for mediation with a third-party mediation organization such as the People's Mediation Committee on Intellectual Property Disputes in Jiangsu Province, the Copyright Mediation Center in Jiangsu or the Jiangsu (Nanjing) Intellectual Property Rights Arbitration and Mediation Center, or apply to an IP administrative department with jurisdiction for mediation. If the mediation fails, the Enterprise may file a lawsuit with a people's court with jurisdiction.

IX. Judicial, administrative resources for IP protection in Jiangsu

The resources of people's courts with jurisdiction, IP administrative departments, mediation organizations, arbitration institutions, patent agencies, local trademark acceptance windows, IP protection centers, rapid rights protection centers and IP assistance centers within the administrative region of Jiangsu Province are as follows (see the annex for details, but not limited to the annex):



Annex:

List of judicial, administrative resources for IP protection in Jiangsu

1. People's courts with jurisdiction for IP cases in Jiangsu

| No. | Intermediate people's courts with jurisdiction | Basic people's courts with jurisdiction | Tel. |
|-----|--|---|-------|
| 1 | Nanjing Intermediate People's Court | Basic people's courts in Xuanwu District, Jianye District, Jiangning District, Yuhuatai District, Jiangning Economic & Technical Development Zone, Jiangbei New Area (holding jurisdiction over Gulou District and Luhe District) | 12368 |
| 2 | Suzhou Intermediate People's Court | Basic people's courts in Huqiu District, Suzhou Industrial Park, Kunshan City, Taicang City, Changshu City, Wujiang District, Zhangjiagang City | 12368 |
| 3 | Wuxi Intermediate People's Court | Basic people's courts in Binhu District, Xinwu District, Jiangeyin City, Yixing City | 12368 |
| 4 | Changzhou Intermediate People's Court | Basic people's courts in Xinbei District, Tianning District, Wujin District, Zhonglou District | 12368 |
| 5 | Nantong Intermediate People's Court | Basic people's court in Tongzhou District (holding jurisdiction over Qidong City, Haian City, Rugao City) | 12368 |
| 6 | Zhenjiang Intermediate People's Court | Basic people's courts in Zhenjiang Economic & Technological Development Zone, Danyang City | 12368 |
| 7 | Yangzhou Intermediate People's Court | Basic people's courts in Guangling District, Gaoyou City, Yizheng City | 12368 |
| 8 | Yancheng Intermediate People's Court | Basic people's courts in Tinghu District, Dafeng District | 12368 |

| No. | Intermediate people's courts with jurisdiction | Basic people's courts with jurisdiction | Tel. |
|-----|--|---|-------|
| 9 | Taizhou Intermediate People's Court | Basic people's courts in Taizhou Medical High-tech Zone, Jingjiang City | 12368 |
| 10 | Xuzhou Intermediate People's Court | Basic people's court in Tongshan District | 12368 |
| 11 | Lianyungang Intermediate People's Court | / | 12368 |
| 12 | Huai'an Intermediate People's Court | / | 12368 |
| 13 | Suqian Intermediate People's Court | Basic people's court in Sucheng District | 12368 |

Patent dispute cases shall be tried by IP courts and intermediate people's courts and basic people's courts determined by the Supreme People's Court. Cases concerning maritime affairs and maritime commerce shall be tried by maritime courts. The place where the information network infringement is committed includes the place where the computer or other information equipment used to commit the infringement is located; the place where the consequence of the infringement takes place includes the domicile of the infringer. Call 12368 for more information.

2. IP offices in Jiangsu and cities with subordinate districts

| No. | Name | Address | Postal code | Tel. | Website |
|-----|---|--|-------------|---------------|---|
| 1 | Intellectual Property Office of Jiangsu Province | F6, Phase II of Jiangsu Provincial Government Service Center, No. 145 Hanzhongmen Avenue, Nanjing City | 210036 | 025-83279963 | http://jsip.jiangsu.gov.cn/ |
| 2 | Nanjing Administration for Market Regulation (Nanjing Municipal Intellectual Property Office) | Development Building, No. 696 Zhujiang Road, Nanjing City | 210018 | 025-84648980 | http://amr.nanjing.gov.cn/ |
| 3 | Wuxi Administration for Market Regulation (Wuxi Municipal Intellectual Property Office) | No. 28 Yonghe Road, Wuxi City | 214023 | 0510-81009071 | http://scjg.wuxi.gov.cn/ |
| 4 | Xuzhou Administration for Market Regulation (Wuxi Municipal Intellectual Property Office) | No. 11 Xin'an Road, Yunlong District, Xuzhou City | 221018 | 0516-83727616 | http://scjg.xz.gov.cn/ |
| 5 | Changzhou Administration for Market Regulation (Changzhou Municipal Intellectual Property Office) | No. 105 East Taihu Road, Xinbei District, Changzhou City | 213000 | 0519-88588200 | http://scjg.changzhou.gov.cn/ |
| 6 | Suzhou Administration for Market Regulation (Suzhou Municipal Intellectual Property Office) | No. 188 Pinglong Road, Gusu District, Suzhou City | 215000 | 0512-69821466 | http://scjg.suzhou.gov.cn/ |

| No. | Name | Address | Postal code | Tel. | Website |
|-----|---|---|-------------|---------------|---|
| 7 | Nantong Administration for Market Regulation (Nantong Municipal Intellectual Property Office) | No. 106 Chongchuan Road, Nantong City | 226000 | 0513-69818195 | http://scjgj.nantong.gov.cn/ |
| 8 | Lianyungang Administration for Market Regulation (Lianyungang Municipal Intellectual Property Office) | No. 18 East Zhenhua Road, High-tech Industrial Development Zone, Lianyungang City | 222006 | 0518-85681686 | http://scjgj.lyg.gov.cn/ |
| 9 | Huai'an Administration for Market Regulation (Huai'an Municipal Intellectual Property Office) | No. 502 North Nanchang Road, Huai'an City | 223001 | 0517-80877110 | http://scjgj.huaian.gov.cn/ |
| 10 | Yancheng Administration for Market Regulation (Yancheng Municipal Intellectual Property Office) | No. 138 South Jiefang Road, Yancheng City | 224005 | 0515-89029417 | http://scjgj.yancheng.gov.cn/ |
| 11 | Yangzhou Administration for Market Regulation (Yangzhou Municipal Intellectual Property Office) | No. 16 West Yanfu Road, Guangling District, Yangzhou City | 225002 | 0514-87329740 | http://scjgj.yangzhou.gov.cn/ |
| 12 | Zhenjiang Administration for Market Regulation (Zhenjiang Municipal Intellectual Property Office) | No. 22 Tanshan Road, Runzhou District, Zhenjiang City | 212000 | 0511-85037932 | http://scjgj.zhenjiang.gov.cn/ |

| No. | Name | Address | Postal code | Tel. | Website |
|-----|---|--|-------------|---------------|---|
| 13 | Taizhou Administration for Market Regulation (Taizhou Municipal Intellectual Property Office) | No. 315 South Hailing Road, Hailing District, Taizhou City | 225300 | 0523-86608818 | http://scjgj.taizhou.gov.cn/ |
| 14 | Suqian Administration for Market Regulation (Suqian Municipal Intellectual Property Office) | No. 583 Hongzehu Road, Suqian City (formerly Suqian Municipal Bureau of Quality Supervision) | 223800 | 0527-84359200 | http://scjgj.suqian.gov.cn/ |

3. Organizations for IP dispute mediation in Jiangsu

| No. | Name | Address | Tel. | Contact |
|-----|--|---|---------------|-------------|
| 1 | People's Mediation Committee on Intellectual Property Disputes in Jiangsu Province | F6, Phase II of Jiangsu Provincial Government Service Center, No. 145 Hanzhongmen Avenue, Jianye District, Nanjing City | 4008869661 | Jiang Yan |
| 2 | Jiangsu (Nanjing) Intellectual Property Arbitration and Mediation Center | F2, Phase II of Jiangsu Provincial Government Service Center, No. 145 Hanzhongmen Avenue, Jianye District, Nanjing City | 025-83236250 | Sun Meng |
| 3 | Wuxi People's Mediation Committee on Intellectual Property Disputes | Room 1411, Wuxi Municipal Intellectual Property Office, No. 28 Yonghe Road, Liangxi District, Wuxi City | 0510-81009032 | Liu Hua |
| 4 | Changzhou People's Mediation Committee on Intellectual Property Disputes | F5, Block C, Tianrun Science and Technology Mansion, Science & Education Town, Changzhou City | 0519-89857966 | Hua Wensong |

| No. | Name | Address | Tel. | Contact |
|-----|--|---|------------------------------|---------------|
| 5 | Suzhou People's Mediation Committee on Intellectual Property Disputes | F8, Phase III of International Science and Technology Park, No. 1355 Jinjihu Avenue, Suzhou Industrial Park, Suzhou City | 0512-88182710 18015815811 | Tian Ye |
| 6 | Huai'an People's Mediation Committee on Intellectual Property Disputes | No. 502 North Nanchang Road, Huai'an City | 13405502003 | Yan Shuqing |
| 7 | Yangzhou People's Mediation Committee on Intellectual Property Disputes | No. 18 West Yanfu Road, Yangzhou City | 18005276680 | Chen Jingyi |
| 8 | Zhenjiang People's Mediation Committee on Intellectual Property Disputes | Room 1021, Business Block B, No.62-2 Nanxu Avenue, Zhenjiang City | 18261963156 | Peng Honghong |
| 9 | Taizhou People's Mediation Committee on Intellectual Property Disputes | Room 316, F3, Main Building of Taizhou Administration for Market Regulation, No. 315 South Hailing Road, Hailing District, Taizhou City | 13815952968 | Zhou Wen |

4. Organization for copyright dispute mediation in Jiangsu

| No. | Name | Address | Tel. |
|-----|------------------------------------|---|---|
| 1 | Jiangsu Copyright Mediation Center | F3, Secretariat of Jiangsu Copyright Association, No. 2 Shuiximen Avenue, Qinhuai District, Nanjing City Room 301, Annex Building, No. 56 Gaoyunling, Gulou District, Nanjing City | 025-87769375 ext. 8013 025-87769379/87769265 |

5. Arbitration institutions in Jiangsu

| No. | Name | Address | Tel. |
|-----|------------------------------------|---|---------------|
| 1 | Nanjing Arbitration Commission | F25, Civil Defense Building, No. 189 Guangzhou Road, Gulou District, Nanjing City | 025-84721682 |
| 2 | Wuxi Arbitration Commission | F8, No. 199 Wenhua Road, Wuxi City | 0510-82730848 |
| 3 | Xuzhou Arbitration Commission | F4, No. 122-2 South Xi'an Road, Quanshan District, Xuzhou City | 0516-83734982 |
| 4 | Changzhou Arbitration Commission | No. 218 Middle Laodong Road, Tianning District, Changzhou City | 0519-81289667 |
| 5 | Suzhou Arbitration Commission | No. 334 Fenghuang Street, Gusu District, Suzhou City | 0512-65229313 |
| 6 | Nantong Arbitration Commission | F12, Library Integrated Service Center, No. 2 Chongwen Road, Nantong City | 0513-59002752 |
| 7 | Lianyungang Arbitration Commission | F3, Building 1, No.36 Cangwu Road, Haizhou District, Lianyungang City | 0518-85800356 |
| 8 | Huai'an Arbitration Commission | No. 34 Shenzhen Road, Huai'an Economic & Technological Development Zone, Huai'an City | 0517-83320411 |
| 9 | Yancheng Arbitration Commission | No. 17 East Yulong Road, Tinghu District, Yancheng City | 0515-86663121 |
| 10 | Yangzhou Arbitration Commission | No. 51 Jiangdu Road, Guangling District, Yangzhou City | 0514-87158003 |
| 11 | Zhenjiang Arbitration Commission | F8, No. 34 Zhengdong Road, Zhenjiang City | 0511-84448955 |
| 12 | Taizhou Arbitration Commission | F3, No. 368 South Gulou Road, Hailing District, Taizhou City | 0523-86397039 |
| 13 | Suqian Arbitration Commission | No. 156 Hongzehu Road, Suqian City | 0527-84358090 |

6. Jiangsu Comprehensive Acceptance Windows of the CNIPA

| No. | Name | Address | Postal code | Tel. |
|-----|--|--|-------------|---------------|
| 1 | Nanjing Patent Agency of the Patent Office of the China National Intellectual Property Administration | Area D, F2, Phase II of Jiangsu Provincial Government Service Center, No. 145 Hanzhongmen Avenue, Nanjing City | 210036 | 025-83238202 |
| 2 | Suzhou Sub-agency of the Nanjing Patent Agency of the Patent Office of the China National Intellectual Property Administration | Room 302, Building 2, Independent Innovation Square, No. 178 East Ganjiang Road, Suzhou City | 215000 | 0512-67061881 |

7. Jiangsu Trademark Acceptance Windows of the CNIPA

| No. | Name | Address | Tel. |
|-----|--|--|---------------|
| 1 | Trademark Acceptance Window of Nanjing | Windows E3, E4 & E5, People's Livelihood Security Service Hall, F2, Jiangbei New District Citizen Center, No.292 Binjiang Avenue, Pukou District, Nanjing City | 025-58195935 |
| 2 | Trademark Acceptance Window of Wuxi | Room 101, No. 28 Yonghe Road, Liangxi District, Wuxi City | 0510-81001852 |
| 3 | Trademark Acceptance Window of Xuzhou | F5, Annex Building, Science and Technology Finance Plaza, No. 11 South Longhu Road, Xuzhou Economic and Technological Development Zone | 0516-87787768 |
| 4 | Trademark Acceptance Window of Changzhou | Windows A13 & A14, F3, Building 1-1, Changzhou Government Service Center, No. 2 Jinxiu Road, Tianning District, Changzhou City | 0519-85588500 |

| | | | |
|---|--|---|---------------|
| 5 | Trademark Acceptance Window of Nantong | No. 15 Haodong Road, Nantong City | 0513-85128021 |
| 6 | Trademark Acceptance Window of Lianyungang | F4, No. 2 South Yuzhou Road, Haizhou District, Lianyungang City | 0518-85825986 |
| 7 | Trademark Acceptance Window of Huai'an | No. 87 West Jiansheng Road, Qingjiangpu District, Huai'an City | 0517-89730963 |
| 8 | Trademark Acceptance Window of Taizhou | No. 315 South Hailing Road, Hailing District, Taizhou City | 0523-86882017 |
| 9 | Trademark Acceptance Window of Suqian | No. 730 Hongzhehu Road, Sucheng District, Suqian City | 0527-84359815 |

8. Intellectual property protection centers

| No. | Name | Address | Postal code | Tel. |
|-----|---|--|-------------|---------------|
| 1 | China (Nanjing) Intellectual Property Protection Center | F18, Block B, Yangzi Science and Technology Innovation Center, Jiangbei New Area, Nanjing City | 211899 | 025-58188731 |
| 2 | China (Changzhou) Intellectual Property Protection Center | F1, Block D, Building 3, Chuangyan Port, No. 801 Middle Changwu Road, Wujin District, Changzhou City | 213100 | 0519-88010901 |
| 3 | China (Suzhou) Intellectual Property Protection Center | F8, Phase III of International Science and Technology Park, No. 1355 Jinjihu Avenue, Suzhou Industrial Park, Suzhou City | 215123 | 0512-88182712 |
| 4 | China (Xuzhou) Intellectual Property Protection Center | F5, Government Service Center, No. 11 South Longhu Road, Jinlong Lake, Xuzhou Economic Development Zone | 221018 | 0516-87787286 |
| 5 | China (Nantong) Intellectual Property Protection Center | No. 58 Chongchuan Road, Nantong City | 226000 | 0513-85361606 |

Intellectual property protection centers are mainly responsible for the preliminary review and protection assistance of invention and utility model patents in their cities, promoting collaboration in IP protection, and carrying out patent navigation, IP operation services and other work.

9. Intellectual property right assistance centers

| No. | Name | Address | Postal code | Tel. |
|-----|--|--|-------------|---------------|
| 1 | China Nantong (Home Textiles) Rapid Intellectual Property Rights Protection Center | F4, Home Textile City Management Committee, Chuanjiang Town, Tongzhou District, Nantong City | 226315 | 0513-80160636 |
| 2 | China Zhenjiang Danyang (Glasses) Rapid Intellectual Property Rights Protection Center | Building A4, Science and Technology Park, High-tech Zone, Yunyang Town, Danyang City, Zhenjiang City | 212324 | 0511-86560018 |

Rapid intellectual property rights protection centers are mainly responsible for providing public welfare services in intellectual property that integrate rapid preliminary review of designs, rapid confirmation and rapid protection of rights in areas where products are updated quickly and design protection is in high demand in county-level industrial clusters.

10. Intellectual property right assistance centers

| No. | Name | Address | Postal code | Tel. |
|-----|---|---|-------------|------------|
| 1 | China (Jiangsu) Intellectual Property Right Assistance Center | F2, Phase II of Jiangsu Provincial Government Service Center, No. 145 Hanzhongmen Avenue, Jianye District, Nanjing City | 210036 | 4008869661 |

| No. | Name | Address | Postal code | Tel. |
|-----|---|--|-------------|---------------|
| 2 | China (Suzhou) Intellectual Property Right Assistance Center | F8, Phase III of International Science and Technology Park, No. 1355 Jinjihu Avenue, Suzhou Industrial Park, Suzhou City | 215000 | 0512-88182710 |
| 3 | China (Wuxi) Intellectual Property Right Assistance Center | F14, Administration for Market Regulation, No. 28 Yonghe Road, Liangxi District, Wuxi City | 214100 | 0510-81009032 |
| 4 | China (Changzhou) Intellectual Property Right Assistance Center | F5, Block C, Tianrun Science and Technology Mansion, Science & Education Town, Changzhou City | 213000 | 0519-89857966 |
| 5 | China (Taizhou) Intellectual Property Right Assistance Center | No. 315 South Hailing Road, Taizhou City | 225300 | 0523-86606279 |
| 6 | China (Nantong) Intellectual Property Right Assistance Center | Room 1106, No. 106 Chongchuan Road, Chongchuan District, Nantong City | 226018 | 0513-69818199 |
| 7 | China (Zhenjiang) Intellectual Property Right Assistance Center | F10, Block B, Business Area A, No. 60 Nanxu Avenue, Zhenjiang City | 212000 | 0511-80821079 |
| 8 | China (Yancheng) Intellectual Property Right Assistance Center | No. 138 South Jiefang Road, Yancheng City | 224005 | 0515-89029413 |
| 9 | Nanjing Intellectual Property Right Assistance Center | Block B, Yangzi Science and Technology Innovation Center, No. 98 Tuanjie Road, Nanjing City | 210032 | 025-58187562 |

Intellectual property right assistance centers may provide IP owners with the following services:

- (1) Guidance and counseling on IP laws and regulations, authorization and confirmation procedures, legal status, dispute resolution methods, evidence collection methods, etc.;
- (2) Public interest seminars and training on IP;

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- (3) Reference opinions for IP infringement determination;
 - (4) Solutions or recommendations for major public IP disputes;
 - (5) Analyses and early warnings of activities such as public research and development, economy and trade, investment, technology transfer or external transfer of IPs;
 - (6) On-site assistance services for exhibitions, trade fairs, large-scale sports events, innovation and entrepreneurship activities, cultural activities, etc.; and
 - (7) Technical support for IP administrative law enforcement, administrative adjudication, judicial protection, arbitration and mediation, credit system construction, etc., as well as support for IP information utilization and cultural promotion.

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