

Foreword

The articles of the Gulf Cooperation Council (GCC) Trademark Law¹ (GCC Trademark Law), and the Implementing Regulations (Regulations) govern the registration, enforcement, and commercialisation of trademark rights throughout the GCC member states.²

Although a unified law, the GCC Trademark Law and Regulations do not enable trademark registration in multiple GCC member states through a single application or process. Registration requires the filing of a separate application with the trademark registration authority in each GCC state where protection through registration is required. The registration of trademarks in the Kingdom of Bahrain is administered by the Trademark Office, Directorate of Foreign Trade & Industrial Property, which is part of the Ministry of Industry, Commerce.

Each GCC Member State must individually implement the GCC Trademark Law and the Implementing Regulations. In the Kingdom of Bahrain, the GCC Trademark Law and Implementing Regulations took effect on 29 May 2016.³

The Kingdom of Bahrain is a signatory to the Paris Convention,⁴ Madrid Protocol,⁵ Trademark Law Treaty (TLT)⁶ and Nice Agreement.⁷

Electronic Industrial Property Services ePortal

The Kingdom of Bahrain has an Electronic Industrial Property Services ePortal where users can access and complete a full range of actions relating to trademarks.

The **Trademark** e-services available via the ePortal allows access to the electronic form to be used when making an application for registration of a trademark in the Kingdom of Bahrain⁸. If accepted for registration, the ePortal is where the required official fees for the publication and registration of a trademark are paid.

¹ Law No. 6 of 2014 with Approval of the Law (Regulation) of Trademarks in the Cooperation Council for the Arab States of the Gulf.

² Bahrain, Kuwait, Oman, Qatar, Saudi Arabia and the United Arab Emirates (UAE).

³ Ministerial Decision No. 65 of 2016.

⁴ Paris Convention for the Protection of Industrial Property (as amended on September 28, 1979).

⁵ Protocol Relating to the Madrid Agreement Concerning the International Registration of Marks (as amended on November 12, 2007).

⁶ Trademark Law Treaty (adopted at Geneva on October 27, 1994).

⁷ Nice Agreement Concerning the International Classification of Goods and Services for the Purposes of the Registration of Marks (as amended on September 28, 1979).

⁸ It is a requirement that an application for registration of a trademark be filed using the form prepared for this purpose. Article 8 GCC Trademark Law and Article 2 Regulations

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

The ePortal is also used to apply for the renewal of a trademark registration, and the recording of various transactions such as the transfer (assignment) of ownership of a registration, changes to the name of the owner (not affecting ownership), a change of representative, requests to amend or cancel the registration in whole or part, and to record a licence or mortgage relating to the mark.

The **Grievances** e-services section of the Electronic Industrial Property Services ePortal is where a trademark owner can file a 'grievance' (appeal) against a decision to refuse or suspend an application for registration, or to make registration conditional. Third parties seeking to object (oppose) the registration of a published trademark will also file the objection using the Grievances e-service of the ePortal.

These guidelines provide information on the requirements and procedures for gaining access to, and in using the ePortal.

Eligibility to register a trademark application

The GCC Trademark Law and Implementing Regulations set specific requirements that must be satisfied by anyone seeking to register a trademark in the Kingdom of Bahrain. For ease of reference, the first part of these guidelines give an overview of the eligibility requirements that must be met in order to register a trademark in the Kingdom of Bahrain. Detailed guidance on the process and requirements involved in completing and filing an application for registration of a trademark can be found in the Applications Guidelines.

What can be registered?

Applications for registration of a trademark must satisfy the requirements for registration. This is determined through a 'formal examination' undertaken by the Trademark Office. Guidance on the requirements for registration and the process and procedures of the 'formal examination' can be found in the Examination Guidelines.

Appeal against refusal

The filing of a grievance against the refusal to register a trademark which at first instance is determined by a Grievance Committee can be found in the Grievances Guidelines.

Opposition to registration

Guidance on third-party objections to the registration of a trademark is available in the Oppositions Guidelines.

**Guidelines on the registration and use of the Industrial Property e-portal
in the Kingdom of Bahrain**

Eligibility to register a Trademark

The GCC Trademark Law⁹ allows a trademark to be registered in the Kingdom of Bahrain by:

- A natural person or legal entity carrying the nationality of a GCC Member State,
- foreigners residing in a GCC Member State and authorized to practice commercial, industrial, craft or service business,
- foreigners who are nationals of or residing in a Member State of a multilateral international convention to which a GCC Member State is a party.

The procedural requirements for registration depend upon whether the trademark owner/applicant is a national or legal entity of the Kingdom of Bahrain, a non-Bahraini national or entity resident and authorized to practice commercial, industrial, craft or service business in the Kingdom of Bahrain, and those regarded as non-resident foreigners.

Nationals of Bahrain

A trademark may be registered in Bahrain by any person having legal status as an individual¹⁰ (a 'natural' person) or a legal entity such as a corporate body,¹¹ representative, etc., holding the nationality of the Kingdom of Bahrain.

This eligibility exists whether that person or entity is a manufacturer or producer of the goods for which the trademark is to be used, a trader in goods manufactured or produced by someone else, a craftsman producing goods, or the provider of a service.¹² A national of the Kingdom of Bahrain does not need to have a commercial activity within the Kingdom in order to register a trademark.

Any individual or legal entity holding the nationality of the Kingdom of Bahrain may apply for a trademark without the need to use a registration agent or law firm. This is the case whether they reside in the Kingdom of Bahrain, or in another state.

Foreigners

⁹ Article 5 of the GCC Trademark Law.

¹⁰ As determined by the Bahraini Citizenship Act [Bahrain], 16 September 1963 (as amended).

¹¹ As defined by Bahrain Commercial Companies Law (Law 21 of 2001) (as amended).

¹² Article 5.1) of the GCC Trademark Law.

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

Foreigners are any individuals or legal entities that do not hold the nationality of the Kingdom of Bahrain. In the eligibility to register a trademark and in the requirements when making an application, the GCC Trademark Law makes a distinction between foreigners that are resident and authorized to carry on a commercial activity within the Kingdom of Bahrain, and those that are non-residents of the Kingdom.

Foreign and residing in Bahrain

Foreign persons and foreign legal entities that reside in Bahrain are eligible to register a trademark provided they carry on a commercial, industrial, craft or service business.¹³ Information on the legal requirements for the authorized operation of a commercial or industrial enterprise may be found here: <https://bahrainbusinesslaws.com/all-laws/all-laws>

Individuals and legal entities that do not hold Bahraini nationality may apply for a trademark themselves (without need to use an authorized representative) provided they reside and carry on a commercial, industrial, craft or service business in the Kingdom of Bahrain. Alternatively, they may use a registration agent or law firm authorized by the Industrial Property Directorate.

Foreign and not residing in Bahrain

Persons and entities not holding Bahraini nationality, and that do not reside or carry on an authorized commercial activity in the Kingdom of Bahrain may be eligible to register a trademark if they are nationals of or reside in a state that is a member of a multilateral international convention to which Bahrain is a party.¹⁴

The Paris Convention¹⁵

The Kingdom of Bahrain is a member of the [Paris Convention](#) for the Protection of Industrial Property (Paris Convention). Under the provisions of the Paris Convention, Bahrain must offer individuals or businesses that hold the nationality of another State that is a member of the Paris Convention the right to apply for the registration of a trademark under the same terms and conditions as they would give to those holding Bahraini nationality.¹⁶

¹³ Article 5.2) of the GCC Trademark Law.

¹⁴ Article 5.3) of the GCC Trademark Law.

¹⁵ Paris Convention on the Protection of Intellectual Property

¹⁶ Article 2 of the Paris Convention on the Protection of Intellectual Property.

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

Nationals of States that are not members of the Paris Convention are similarly entitled to register a trademark if they are legally resident or have a real and effective industrial or commercial establishment in a State that is a member of the Paris Convention.¹⁷ A list of members (Contracting Parties) to the Paris Convention can be found [here](#).

Requirement to use a representative

The Regulations allow persons and legal entities that hold the nationality of the Kingdom of Bahrain to file an application for registration either using an agent, or to file the application themselves without using an agent.

If the applicant for registration does not hold the nationality of the Kingdom of Bahrain and is not resident and carrying out a commercial activity in the Kingdom of Bahrain, the application shall only be filed by an authorized agent. The application for registration will not be able to be submitted without entering details of a duly authorized agent.

Any agent used to file a trademark application must be approved and recorded in the Register of trademark registration agents.¹⁸ Approval and inclusion of an agent in the Register of Trademark Agents is determined by the Foreign Trade & Industrial Property Directorate.¹⁹ Where an agent is used to file an application for registration of a trademark, a Power of Attorney must be provided.

Public Authorities

The registration of trademarks is also open to public authorities.²⁰ There is no definition of what is meant by 'public authorities' (or alternatively, 'public bodies') in either the GCC Trademark Law or the Regulations. However, these terms are generally thought of as encompassing organisations established for the specific purpose of meeting the public interest or needs. For example, this may include the armed forces, police or local government, or a charity. They will have a legal personality but will not have an industrial or commercial character.

There is no detail on eligibility requirements for public authorities but should be taken to mean public bodies of the Kingdom of Bahrain, or that are resident and authorized to operate in the Kingdom of Bahrain.

¹⁷ Article 3 of the Paris Convention on the Protection of Intellectual Property.

¹⁸ See Decision No. 58 of 2018 on the Registration of Industrial Property Agents.

¹⁹ Article 2 of the Regulations.

²⁰ Article 5.4) of the GCC Trademark Law.

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

Applying for a Trademark registration in the Kingdom of Bahrain

In the Kingdom of Bahrain, the competent administration for the registration of trademarks is the Trademark Office, which is part of the Directorate of Foreign Trade & Industrial Property. The website address is <https://www.moic.gov.bh/en/Pages/default.aspx>²¹

The Kingdom of Bahrain has an Electronic Industrial Property Services ePortal from which a wide range of industrial property actions can be initiated. An application for registration of a trademark must be filed with the competent administration²² via the ePortal, and using the form prepared for this purpose²³.

These Guidelines provide an overview of the requirements for use of the Electronic Industrial Property Services ePortal and the actions that can be undertaken via the ePortal.²⁴ The Electronic Industrial Property Services ePortal found at <https://service.moic.gov.bh/ipd/login>²⁰

The ePortal is available in Arabic and English.

Ministry of Industry and Commerce

العربية English

براءة الاختراع التصميم الصناعي العلامة التجارية التظلم والاعتراض وشكوى التعدي

خدمات الملكية الصناعية الإلكترونية

الأفراد والشركات

إذا كنت فرداً أو شركة لديك سجل تجاري أو صناعي فيرجى استخدام المستوى المتقدم للمفتاح الإلكتروني

دخول عن طريق eKey

فريد وكيل

إذا كنت من المصرح له بممارسة نشاط تسجيل ملكية صناعية، يرجى إنشاء قيد في السجل ثم تسجيل الدخول

البريد الإلكتروني

كلمة المرور

طلب قيد وكيل تسجيل دخول

الحساب غير مفعل؟ هل نسيت كلمة المرور؟

تصل بنا

للدعم الفني للعلامات التجارية يرجى التواصل عن طريق البريد الإلكتروني التالي

ip_support@moic.gov.bh

للدعم الفني لنظام براءات الاختراع والتصميم الصناعية يرجى التواصل عن طريق البريد الإلكتروني التالي

PA-Support@moic.gov.bh

للإطلاع على طرق تقديم الطلبات، يرجى الضغط على الزر أدناه

²¹ Please note: If a VPN is being used the hyperlink may not open.

²² Article 8 of the GCC Trademark Law/Article 2 of the Regulations.

²³ Article 8 of the GCC Trademark Law/Article 2 of the Regulations

²⁴ Article 8 of the GCC Trademark Law/Article 2 of the Regulations.

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

If the landing page opens in Arabic and the desired language is English, the language can be changed to English by clicking the cursor on 'English' in the banner heading.

The screenshot shows the landing page of the Electronic Industrial Properties Services ePortal. The page is in English. At the top, there is a navigation bar with a user profile icon, a language selector showing 'العربية' and 'English' (with 'English' highlighted), a search bar, and the Ministry of Industry and Commerce logo. Below the navigation bar, there are links for 'Industrial Design', 'Trademark', 'Grievance, objection and Imitation complaint', and 'Patent'. The main content area is titled 'Electronic Industrial Properties Services' and is divided into three columns. The left column is for 'Industrial Property agent registration' and 'Institutions and records', featuring a sign-in form with fields for 'Email address' and 'Password', and buttons for 'Login' and 'Agent registration'. The middle column is for 'Enterprises and Individuals', featuring an 'eKey login' button. The right column is for 'Contact us', featuring contact information for technical support and a button to view application steps.

If the landing page opens in English and the desired language is Arabic, the language can be changed to Arabic by clicking the cursor on العربية in the banner heading.

Using the Electronic Industrial Property Services ePortal

Depending on the nature (legal status) of the user, access to the services of the Electronic Industrial Property Services ePortal will either require the completion of a registration²⁵, or the user to have registered for an **eKey**:

Registration

Registration for the Electronic Industrial Property Services ePortal is required in the following two cases:

²⁵ The registration must be for a legal person (individual) and cannot be made using the name of a law firm or legal entity

Industrial Property agents

This registration is to be used by general law firms authorised and qualified to provide intellectual property services, qualified agents that specialise in and provide intellectual property services, and commercial companies that have persons suitably qualified in intellectual property.

Institutions and Commercial Registration (CR) holders

This is to be used by the non-commercial institutions, government agencies, associations or clubs, and Gulf nationals with a commercial activity in the Kingdom of Bahrain but do not have a smart card issued by the Kingdom of Bahrain.

Access via an eKey

Access to the Electronic Industrial Property Services ePortal via an eKey is available to Enterprises and Individuals.

An individual, or representative of an enterprise must have obtained an Advanced eKey in order to access the Electronic Industrial Property Services ePortal. A Standard eKey is not sufficient. The holder of a suitable eKey will be asked to complete a user profile containing basic contact details.

Registration with the Electronic Industrial Property Services ePortal

Industrial Property agents

Already registered

If a registered account has already been created and activated, logging-in to access the e-services requires the entry of the email address and password²⁶ (used in the registration for the Electronic Industrial Property Services ePortal) and clicking the cursor on 

New registration

²⁶ For guidance on how to recover a forgotten password or to change a password, see the section Forgot password/Password change section further in these guidelines.

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

To be able to access and use the Electronic Industrial Property Services ePortal, an agent or representative authorised to practice in the field of industrial property must first have completed the registration process and activated the account.

Registration for access to the Electronic Industrial Property Services ePortal is started on the landing page of the ePortal, which can be opened at <https://service.moic.gov.bh/ipd/login>²⁷

When the landing page for the ePortal opens, the language can be changed to English from Arabic by clicking the cursor on 'English' at the top right of the banner heading. To change the language from English to Arabic, click the cursor on العربية²⁸ shown on the top left of the banner heading.

To start the registration as an Agent or Law Firm:

- 1 click the cursor on **Industrial Property agent registration** (ensure that a grey bar is shown beneath)
- 2 click the cursor on **Agent registration**

²⁷ If a VPN is being used the hyperlink may not open.

²⁸ If the landing page opens in English, the function to change to Arabic will be on the left of the banner heading. If the landing page opens in Arabic, the function to change the language to English will be displayed on the right of the banner heading.

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

Industrial Design Trademark Grievance, objection and Imitation complaint Patent

Electronic Industrial Properties Services

1 Industrial Property agent registration Institutions and records

If you are authorized to practice Industrial Property registration activity, please create a registration record then sign in

Email address

Password

Login Agent registration

Activate your account? Forgot password?

Enterprises and Individuals

If you are an individual or company with a commercial or industrial record, please use the advanced level of the electronic key

eKey login

Contact us

Please contact this email for any technical support

ip_support@moic.gov.bh

For support regarding the patent or design system, please contact the following email

PA-Support@moic.gov.bh

To view applications steps, please click on the button below

This will open the following page headed 'Application for Agent registration'.

Application for Agent registration

1 2 3 4 5

General instructions

- All items must be filled in the form
- All data in the fields must be written in Arabic except for the fields in which the word "English" is written should be written in English

Evidence required when applying

Law firm

- License of practice the lawyer activity in Kingdom of Bahrain.
- Approved signature model.
- Names of authorized persons by the IP agent.

Intellectual Property Office

- Copy of the company's contract or status.
- Copy of the registration certificate of the company in the commercial register.
- Official certificate from the competent authority in the country of origin.
- Required documents from the company's manager related to Industrial Property registration in accordance with Article (3) of Decree No. (58) 2018.
- Approved signature model.
- Names of authorized persons by the IP agent.

Start

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

The page contains 'General instructions' on the completion of the online registration. It also lists the evidence that will be required to be attached to the application to complete the registration.

- Law firm refers to a general legal practice that does not require specialisation in intellectual property law and practice
- Intellectual Property Office refers to intellectual property agents and IP specialists. This includes IP specialists working within a commercial undertaking not specifically engaged in legal or IP matters, such as a general trading company or financial service.

There are four stages in the registration process:

- 1 Completion of account application form
- 2 Verification of registration and email account
- 3 Submission of required evidence (*The facility to submit evidence will be available after stage 2 and after first login*)
- 4 Payment of registration fee

Completion of account application form

To begin the registration, clicking the cursor on  will open the following screen showing the application form.

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

Application for Agent registration



Account type *
Legal agent

Name (in Arabic) *
أمينة سعيد مرهون

Name (in English) *
Amina Saeed Marhoon

CR No. / licence No. *
1234

Email *
amarhoon@moic.gov.bh

Country of Nationality *
Bahrain

Residence country *
Oman

Address (in Arabic) *
البحرين، المنامة 00

Address (in English) *
Bahrain, Manama 00

Mobile number *
30000000

Password should:

- contain a minimum of 8 characters
- contain at least one capital letter and one small letter
- contain numbers

Password *

Confirm password *

Back Save & continue

All fields must be completed either by adding the required information, or in the case of 'Account type', 'Country of Nationality' and 'Residence country', by making clicking the cursor on the 'down' arrow and selecting from a drop-down menu.

Account type

This requires the legal nature of the applicant seeking registration to be selected. Clicking the cursor on the down arrow seen on the right of the 'Account type' field. will open a drop-down menu with the options²⁹:

- Legal agent

²⁹ **Law agent** is a general legal practice that does not specialise in intellectual property law and practice IP Agent office refers to intellectual property agents and IP specialists

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

- IP Agent office³⁰

Click the cursor on the appropriate description so that it shows in the 'Account type' field.

Name (in Arabic) *

This will be the legal name of the IP agent office or Law office (as appropriate) in Arabic.

Name (in English) *

This will be the legal name of the IP agent office or Law office (as appropriate) in English. The name entered must be the same as previously entered in Arabic.

CR No. / licence No. *

Enter the following:

- **CR (Commercial Registration) number**³¹

This is the 10-digit number found on the top left corner of the commercial registration certificate of the IP agent or lawyer seeking access to the ePortal.³²

- **Licence number**

Key professional services providers are required to obtain a licence in order to provide services within the kingdom of Bahrain. Enter the licence number of the IP Law agency or Law office allocated by the registration authority.³³ (This is the agency or office of the individual of the holder of the CR number entered.)

Email *

³⁰ This includes IP specialists working within a commercial undertaking not specifically engaged in legal or IP matters, such as a general trading company or financial service

³¹ A Commercial Registration certificate (CR) is a legal document issued to investors upon registering their establishment in the Kingdom of Bahrain with the Ministry of Industry & Commerce.

³² For information on Commercial Registration in the Kingdom of Bahrain go to https://www.bahrain.bh/new/en/business-cr_en.html

³³ For information on Key professional licence requirements and registration see <https://www.moic.gov.bh/en/eServices/Pages/Sijilat-Commercial.aspx>

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

Enter the email address that is to be used for any communications with the Trademark office in relation to the registration and use of the Electronic Industrial Property Services ePortal. This may be either an office email address or a personal email account.

Any communication sent to the email address given will be considered to have been duly and correctly notified within the requirements of the law.³⁴

Country of Nationality *

Click the cursor on the arrow at the end of the field and select the appropriate country name.

This will be the nationality as entered on their certificate of birth or passport. Where dual nationality is held, either may be selected from the list of countries.

Residence country *

Click the cursor on the arrow at the end of the field and select the appropriate country name.

The country name selected must be where the applicant is habitually resident and must be the country where the address given below is located.

Address (in Arabic) *

The address given should be the office of the IP agency or Law office, as appropriate..

The applicant must be able to receive written communications at this address. Any communication sent to the address given will be considered to have been duly and correctly notified within the requirements of the law.

Address (in English) *

The address given should be the be the office of the IP agency or Law office, as appropriate and must be the same address given in Arabic

³⁴ See Article 17.1 of Legislative Decree No. 54 of 2018 Promulgating the Electronic Communications and Transactions Law.

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

The applicant must be able to receive written communications at this address. Any communication sent to the address given will be considered to have been duly and correctly notified within the requirements of the law.

Mobile number *

The applicant must be able to receive communications on this number.

Password *

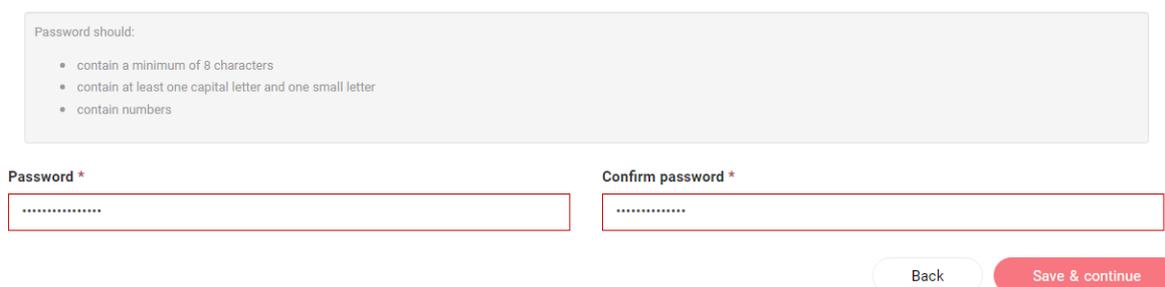
Insert the password to be used in accessing the Electronic Property Services ePortal. The password must:

- Be at least 8 characters in length (**Symbols and special characters such as @ £ ! \$ % & * are not to be used**)
- include at least one upper-case (capital) letter and one lower-case (small) letter
- include a numeral or numerals

Confirm password *

Re-enter the password.

If the password confirmation does not match the password entered in the previous field, or the password(s) entered do not follow the password requirements, the border colour of the 'Password' and 'Confirm password' fields will change to red, and the  button will be disabled as shown:



The screenshot displays a registration form with the following elements:

- A grey box titled "Password should:" containing a bulleted list of requirements: "contain a minimum of 8 characters", "contain at least one capital letter and one small letter", and "contain numbers".
- Two input fields: "Password *" and "Confirm password *". Both fields have a red border, indicating an error state. The "Password *" field contains a series of dots representing masked text.
- Two buttons at the bottom right: a white "Back" button and a red "Save & continue" button. The "Save & continue" button is disabled, appearing as a flat red rectangle.

In such cases, a new password may be entered, or the confirmation password re-entered.

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

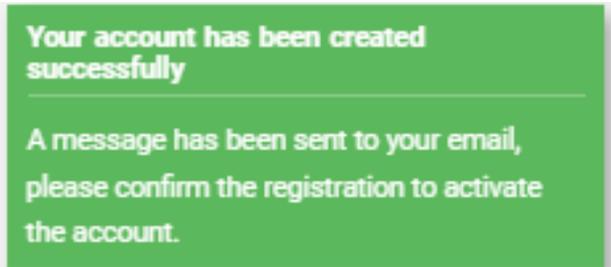
When all of the fields have been correctly completed, clicking the cursor on will save the details entered.

A red rounded rectangular button with the text "Save & continue" in white.

Clicking the cursor on **Back** will return to the page showing the 'General instructions' on the completion of the online registration and the evidence that will be required to support and complete the registration.

Account registration successful

Provided all of the fields have been fully and correctly completed, the following pop-up message confirming the successful creation of the account will appear,

A green rectangular pop-up message box with white text. The text reads: "Your account has been created successfully" followed by a horizontal line, and then "A message has been sent to your email, please confirm the registration to activate the account." data-bbox="317 337 649 440"/>

Your account has been created successfully

A message has been sent to your email, please confirm the registration to activate the account.

As well as saying that the account creation has been successful, the pop-up mentions that an email has been sent (to the email address entered in the registration process), asking that the registration be confirmed.

The confirmation is required to verify both the validity of the registration and also the email address provided. **The Electronic Industrial Property Services account will not be active and able to be accessed until this confirmation has been sent.**

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

لقد تم تسجيل حسابك بنجاح

IP Online <iponline@moic.gov.bh>
To **You email address**

If there are problems with how this message is displayed, click here to view it in a web browser.
Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.



لقد تم تسجيل حسابك بنجاح

أهلاً بك،
لقد تم مؤخراً إنشاء حساب جديد عن طريق البوابة الإلكترونية المتعلقة بخدمات العلامات.
يمكنك الوصول إلى البوابة عند الضغط على الزر في الأسفل

You have recently created a new account in the Electronic Industrial Properties Services portal.

[Click here to verify your email](#)

You have recently made a transaction in the electronic gateway using the Electronic Industrial Properties Services

You have recently created a new account in the Electronic Industrial Properties Services portal.

[Click here to verify your email](#)



العلامة - الزميمة التجارية
بوزارة التجارة - مرفق البريد الإلكتروني
ب. 5479 - المنامة / البحرين

The confirmation is provided by clicking the cursor on the 'Click here to verify your email' hyperlink in the email. This will open a 'Sign in' page.

Application for Agent registration



Application no. [2279]

Sign In

Please check the provided email inbox to confirm the email address before signing in.

Your email address

Enter your password

Login

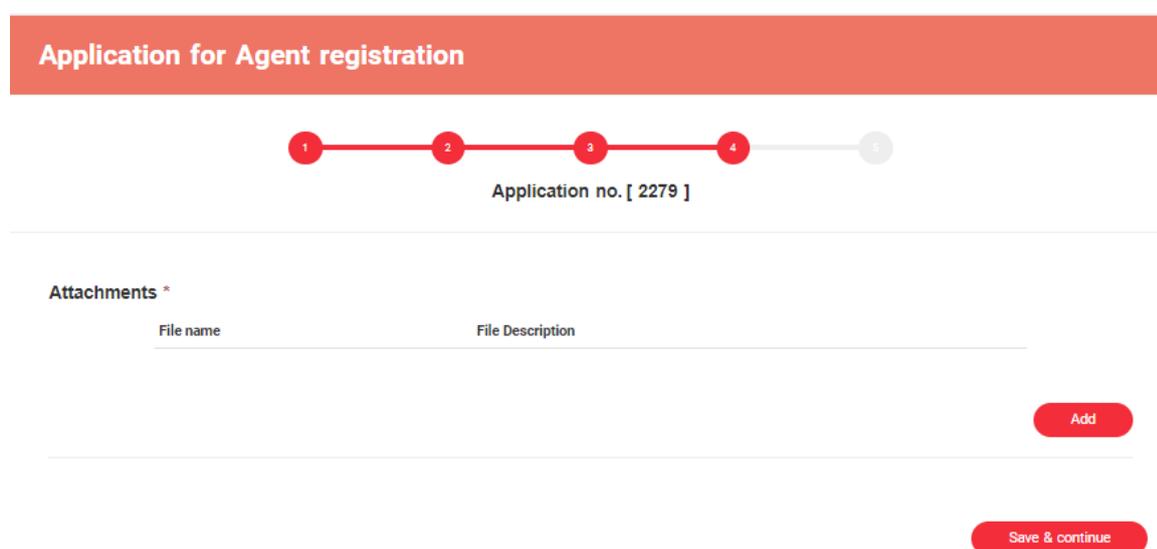
Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

The email address field will already be filled. Enter the password selected during the registration process and click the cursor on  ³⁵

Industrial Property Agent – first login

Although the account has been successfully created and verified, it will not be active until the documentary evidence has been provided.

On the first time of logging in to the Electronic Industrial Properties Services ePortal, a screen will open with the functionality to attach any documentary evidence required to complete the registration.



Application for Agent registration

1 2 3 4 5

Application no. [2279]

Attachments *

File name	File Description
-----------	------------------

Add

Save & continue

Evidence required (Attachments)

The documents required will be different depending on whether the application is for a lawyer practising in a law firm, or a suitably qualified persons in the field of intellectual property within a commercial undertaking:

Law firm

- License of practice the lawyer activity in Kingdom of Bahrain.

This the licence granted to carry out a legal business activity (lawyer ISIC4 Code 691) in the Kingdom of Bahrain

- Approved signature model³⁶.

³⁵ Where a password has been forgotten or lost, see the section 'Forgotten password/Password change

³⁶ Legislative Decree No. 54 of 2018 Promulgating the Electronic Communications and Transactions Law

This requires a sample signature of the authorized person from the law firm.

- Names of authorized persons by the IP agent.

The name or names of delegates accredited by the registration agent to apply for trademark services.

Intellectual Property Office

- Copy of the company's contract or status.

The document that shows the legal form of company, for example:

Individual Establishment, Single Person Company, With Limited Liability Company, Partnership Company, Limited Partnership Company, Limited Partnership by Shares, Bahraini Shareholding Company, Bahraini Shareholding Company Closed, Foreign Company Branch (Representative Office).

- Copy of the registration certificate of the company in the commercial register.

This is the Commercial Registration certificate. It may be a certificate without license issued before obtaining approvals/licenses for the business activities, or a certificate with license issued after obtaining approvals/licenses for the business activities.

- Official certificate from the competent authority in the country of origin.

In the case of foreign companies, an official certificate from the competent authority in the country in which the company is registered, showing that it is a registered institution and licensed to practice this activity in the country of its nationality in accordance with the provisions of the relevant law.

- Required documents from the company's manager related to Industrial Property registration in accordance with Article (3) of Decree No. (58) 2018.³⁷

³⁷ Decision number (58) for the year 2018 Regulating the registration of industrial property registration agents

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

Article 3 of Decree No. 58 sets the requirements that must be satisfied by agents who submit their name for inclusion in the register of intellectual property agents. The requirements are different depending on whether the applicant for registration a general / simple partnership company, or another form of company. A copy of Decree No. (58) of 2018 is shown as an annex to these guidelines.

Under Article (5) of Decree No. 58, the competent department (the Intellectual Property Office) will issue a certificate of registration indicating the acceptance of the application for registration as evidence of entry of the registrant in the register. It is a copy of this certificate that must be provided.

- Approved signature model.

This requires a sample signature of the authorized person from the law firm.

- Names of authorized persons by the IP agent.

The name or names of delegates accredited by the registration agent to apply for trademark services.

Accepted file formats

The following file formats are accepted: JPEG

Maximum file size

Individual documents must have a file size no larger than 30MB

Adding documents as attachments

To start the process of adding attachments, click the cursor on 

This will open the following screen where the files to be attached may be selected and added.

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

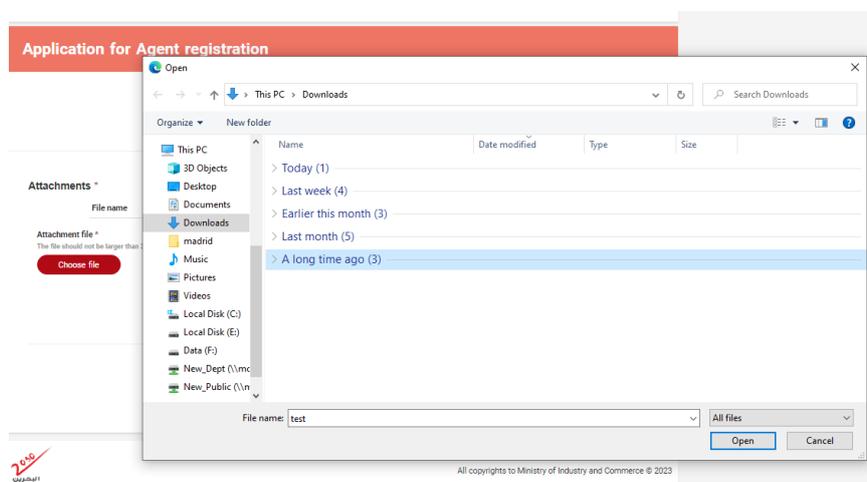
Application for Agent registration



Attachments *

File name	File Description
<p>Attachment file *</p> <p>The file should not be larger than 30 MB</p> <p><input type="button" value="Choose file"/> <input type="button" value="Delete"/></p>	<p>File Description *</p> <p>required files</p> <p><input type="button" value="Cancel"/> <input type="button" value="Attach"/></p>

Clicking the cursor on will open the computer file directory enabling the selection of a file to be attached. To attach a file:



Click the cursor on the name of the file to be added. The name of the file will appear under 'Attachment file'. If the wrong file has been selected, clicking the cursor on **Delete** will remove this file from the list of files.

A brief description of the attached file must be entered in the 'File description' field, for example 'Power of attorney'.

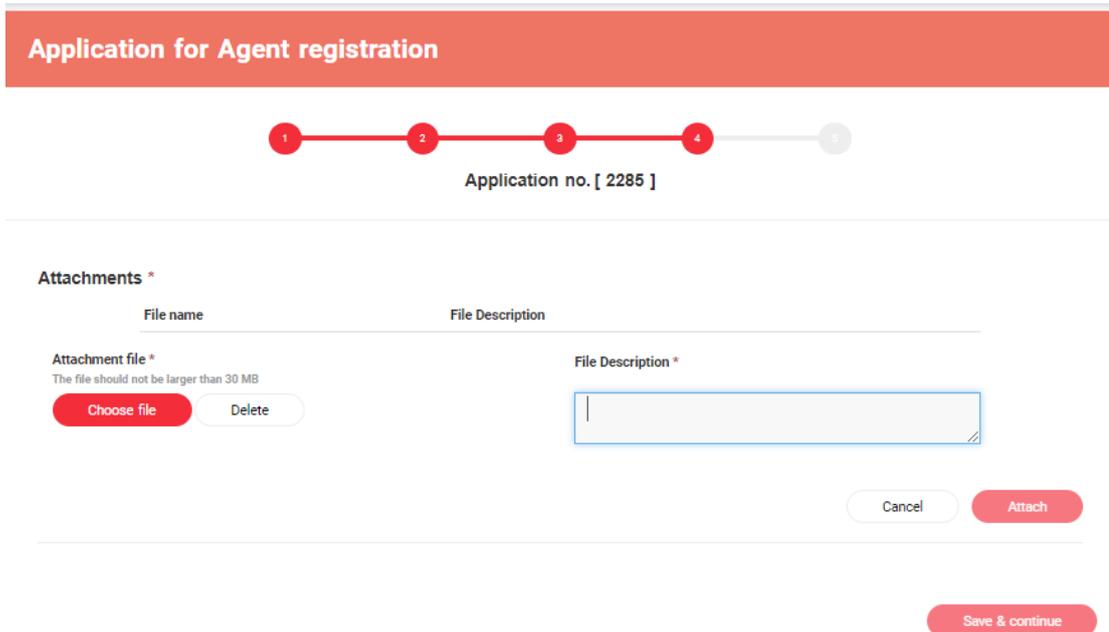
After choosing a file and entering a brief description of the file, click the cursor on

The file will not have been attached until this is done. (After clicking

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

the **Delete** function button will not be available. To remove an attached file, use the  function - see below.)

Clicking the cursor on **Attach** without an entry in the 'File description' field will disable the function to attach the file until the 'File description' field has been completed



The screenshot shows a progress bar at the top with five steps. Steps 1, 2, 3, and 4 are highlighted in red, while step 5 is greyed out. Below the progress bar, the text 'Application no. [2285]' is displayed. The main form area is titled 'Attachments *' and contains two columns: 'File name' and 'File Description'. Under 'File name', there is a section for 'Attachment file *' with a note 'The file should not be larger than 30 MB'. It includes a red 'Choose file' button and a grey 'Delete' button. Under 'File Description', there is a text input field with a blue border and a red 'Attach' button. At the bottom right of the form, there are 'Cancel' and 'Attach' buttons. A red 'Save & continue' button is located at the bottom right of the entire page.

Clicking the cursor on **Cancel** will return to the first screen in the document attachment process.

When successfully attached, the file name and 'file description' entered will appear in a list under 'File name' and the allocated description under 'File Description.' Once a file has been attached, these two icons will appear at the end of each of the files attached  

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

Application for Agent registration



Attachments *

File name	File Description
10_01_23_09AM_56_test.rtf	required files



Add

Save & continue

Clicking the cursor on  will delete the file from the 'Attachments' list. Before the deletion is completed, a pop-up message will ask for confirmation, asking 'Are you sure you want to delete the attachment?'

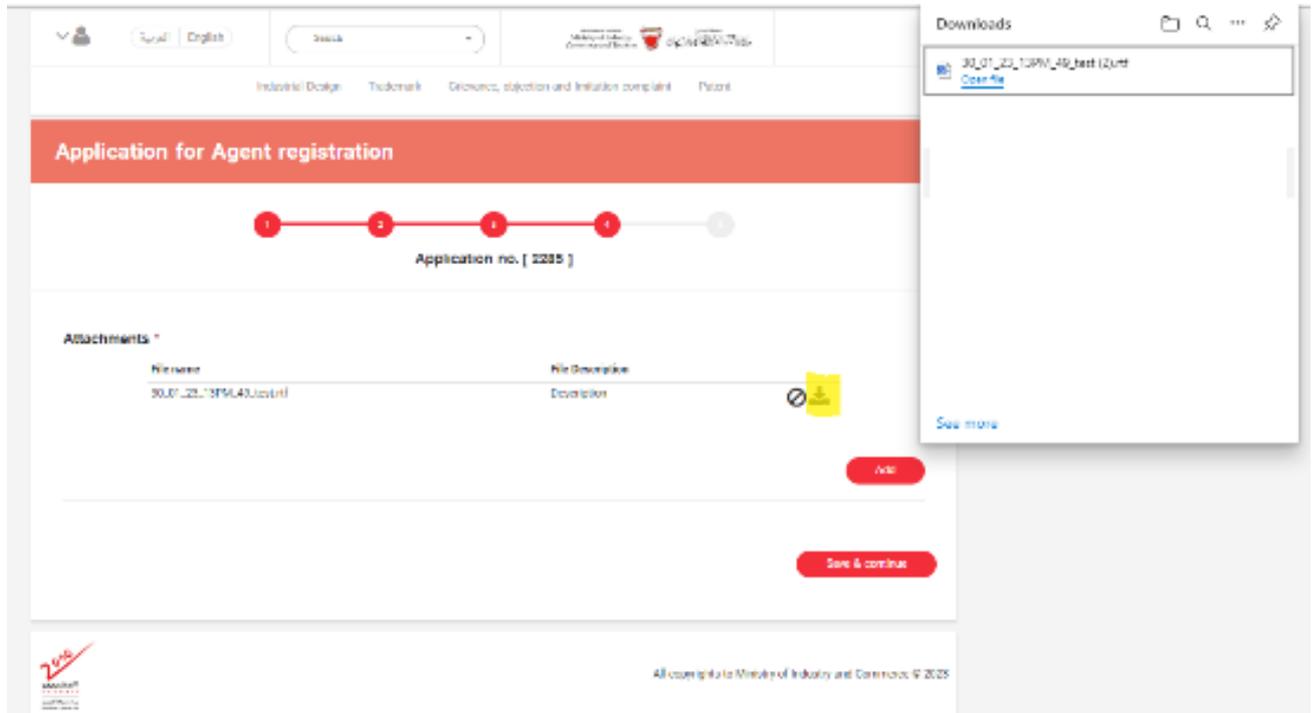
The screenshot shows the 'Application for Agent registration' page with application number [2285]. A confirmation dialog box is displayed in the center, titled 'localhost says' with the message 'Are you sure you want to delete the attachment?'. The dialog has 'OK' and 'Cancel' buttons. In the background, the 'Attachments' table shows a file named '30_01_23_13PM_47_test.rtf' with a description of 'Description'. A yellow delete icon is visible next to the file name.

To proceed with the deletion, click the cursor on 

To stop the deletion of the file, click the cursor on 

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

Clicking the cursor on  enables the attached file to be downloaded and reviewed.



File name	File Description
30.01.22.1390.49.pdf	Declaration

When all of the required files have been attached and listed, save the attachments to the application by clicking the cursor on  This will open a Declaration (Statement) screen:

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

Application for Agent registration



Application no. [2279]

Declaration (statement)

No modifications can be made as soon as the application is submitted.

By submitting this form, I declare that:

- All data in this form is correct and must bear any error if there any.
- Make sure to attach the required documents within the specified period, otherwise the application will be considered not to have been / neglected.
- Has been delegated as a legal representative on behalf of the person or persons (applicant owner)(this paragraph is valid only if a legal representative is appointed).

I agree to the above declaration

Back

Save & continue

There will be no further opportunity to add to, or delete the documents attached after 'Save and continue' has been clicked on. To return to the previous screen (where the attached documents may be edited), click the cursor on **Back**

To complete the application, check the box confirming agreement to the declaration

I agree to the above declaration

and lick the cursor on

Save & continue

A screen headed 'Preview before confirmation' will open:

Preview before confirmation



Application no. [2279]

Application Preview

Please be sure that all information are correct, a new request with payment will be required for any further changes

Application type	طلب قيد وكيل	QFAGe - A
Application fee	300.000 BHD	

Continue

The screen lists the "Application type" (in Arabic and English) and the fee payable for the transaction. If the preview shows an error a new request will need to be made via the Login page. In such cases the applicant will need to provide details of the error that made the new application necessary.

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

To return to the previous screen click the cursor on [Back](#)

To proceed with the application and pay the fee, click the cursor on [Continue](#) This will open a Payment screen:

Payment

Application no. [2279]

Amount	300.000 BHD
Payment method	National Payment Gateway

[Back](#) [Proceed to Pay](#)

To continue and pay the fees, click the cursor on [Proceed to Pay](#) This will open a screen in the National Payment Gateway.

The first step is to select the method to be used to make the payment³⁸.

التعليمات الشروط والأحكام

اسم الخدمة :
رقم مرجع الدفع :
المبلغ الإجمالي :

خدمة تسجيل الملكية الفكرية :
الرقم الشخصي : 0
BHD 100.000 :

اختيار طريقة الدفع

بطاقة الائتمان بطاقة الصراف الآلي

إلغاء

³⁸ These pages of the payment system are only available in Arabic.

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

The screenshot shows the 'معلومات الدفع' (Payment Information) section of the portal. It includes the following details:

- اسم الخدمة: خدمة تسجيل الملكية الفكرية
- رقم مرجع الدفع: 0
- المبلغ الإجمالي: BHD 100.000
- الرقم الشخصي: 0

The 'اختيار طريقة الدفع' (Select Payment Method) section offers three options:

- بطاقة الائتمان (Credit Card)
- بطاقة الصراف الآلي (ATM Card)
- بنقت (Benefit Payment Gateway)

A red 'إلغاء' (Cancel) button is located at the bottom of the screen.

Click the cursor on the icon to select the preferred payment method. This will show the method selected in red.

Clicking the cursor on **إلغاء** will open the following screen where details related to the selected payment method must be entered:

The screenshot shows the 'BENEFIT PAYMENT GATEWAY' payment form. It includes the following details:

- Amount: **BD 1300**
- Card Type: **Debit**
- Card Number:
- Expiry Date: MM YYY
- Card Holders Name:
- PIN:

Buttons for 'Pay' and 'Cancel' are located at the bottom of the form.

The amount of fees that will be deducted from the selected payment method will already be entered.

After entering the information relating to the chosen payment source, clicking the cursor on **Pay** will proceed with the payment. Clicking the cursor on **Cancel** will abort the transaction and return to the payment method selection screen.

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

If the payment is successful a 'Payment receipt' screen will open:

Payment

Payment Receipt

 Your application has been successfully processed. Thank you for using the electronic services of the trademarks office.

Application no.	Receipt no	Service
2279	123707	Agent registration request

You may print this page or make a note of the application number for reference purpose

[Done](#)

It is advised that the payment receipt (screen) be printed, or a note made of the application and receipt number. An email will be sent to the email address used for the application confirming completion of the registration for the ePortal.

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

لقد تم قبول طلب قيد وكييل

IP Online <iponline@moic.gov.bh>
To Your email address

If there are problems with how this message is displayed, click here to view it in a web browser.
Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

Translate message to: English | Never translate from: Arabic | Translation preferences



لقد تم قبول طلب قيد وكييل

أهية سعيد مرهون - amarhoon@moic.gov.bh
لقد قمت مؤخرا بملفلة مجددة عن طريق البوابة الإلكترونية للخدمة الملكية الصناعية الإلكترونية.

لقد تم قبول طلب قيد وكييل من قبل إدارة مكتب الملكية الفكرية

يمكنك استخدام الخدمات الإلكترونية عبر الموقع عند الضغط على الزر أدناه

Agent Registration Approved

Amina Saeed Marhoon - amarhoon@moic.gov.bh
You have recently made a transaction in the electronic gateway using the Electronic Industrial Properties Services

An application for registration of an agent has been accepted by the Department of Intellectual Property Office

[Click here to go to the website](#)



المنطقة - الواجهة البحرية
بوابة المرفأ المالي - مرفأ البحرين المالي
ص. ب: 5479 - المنامة / البحرين

Manama - Sea Front
Financial Harbour Gate - Bahrain Financial Harbour
P.O. Box 5479 - Manama / Bahrain

The email confirms that the Agent registration has been approved by the Intellectual Property Office. The registered agent may now access the Electronic Industrial Property Services via the ePortal using the registered login details (email and password).

Institutions and Commercial Registration (CR) Holders

This option is to be used by the non-commercial institutions, government agencies, associations or clubs, and Gulf nationals with a commercial activity in the Kingdom of Bahrain but who do not have a Bahrain smart card.

Already registered.

If a registered account has already been created and activated, login is by means of the email address and password³⁹ used in the registration process.

³⁹ For guidance on how to recover a forgotten password or to change a password, see the section Forgot password/Password change section further in these guidelines.

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

Industrial Property agent registration Institutions and records

Public institutions and Bahraini records owned by Gulf residents

If you are an institution, government agency, association or club and do not have a commercial or industrial register, or if you are a Gulf national who has a commercial record in the Kingdom of Bahrain and do not have a Bahrain smart card, please create a new account through this link

Email address

Password

Login Register

Activate your account? Forgot password?

Enterprises and Individuals

If you are an individual or company with a commercial or industrial record, please use the advanced level of the electronic key

eKey login

Contact us

Please contact this email for any technical support

ip_support@moic.gov.bh

For support regarding the patent or design system, please contact the following email

PA-Support@moic.gov.bh

To view applications steps, please click on the button below

Enter the email address and password⁴⁰ in the relevant fields and click the cursor on **Login**. This opens the landing page for the Electronic Industrial Property Services ePortal where the required electronic services can be accessed.

New registration

Registration is started on the landing page of the ePortal, which can be opened at <https://service.moic.gov.bh/ipd/login>

When the landing page for the ePortal opens, the language can be changed to English from Arabic by clicking the cursor on 'English' in the banner heading. To change the language from English to Arabic, click the cursor on العربية in the banner heading⁴¹.

⁴⁰ For guidance on how to recover a forgotten password or to change a password, see the section Forgot password/Password change section further in these guidelines.

⁴¹ If the landing page opens in English, the function to change to Arabic will be on the left of the banner heading. If the landing page opens in Arabic, the function to change the language to English will be displayed on the right of the banner heading.

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

To start the registration in respect of an Institution and Commercial Registration (CR) Holder:

1 click the cursor on 'Institution and Commercial Registration (CR) Holder (ensure that a grey bar is shown beneath) and

2 click the cursor on Register

The screenshot displays the 'Electronic Industrial Properties Services' portal. At the top, there is a navigation bar with a user profile icon, language options (Arabic and English), a search bar, and the Ministry of Industry and Commerce logo. Below this, a menu lists 'Industrial Design', 'Trademark', 'Grievance, objection and Imitation complaint', and 'Patent'. The main content area is titled 'Electronic Industrial Properties Services' and is divided into two columns. The left column is titled 'Industrial Property agent registration' and contains a sub-section for 'Public institutions and Bahraini records owned by Gulf residents'. A red box labeled '1' highlights the 'Institutions and records' link. Below this, there is a form with fields for 'Email address' and 'Password', and buttons for 'Login' and 'Register'. A red box labeled '2' highlights the 'Register' button. The right column is titled 'Enterprises and Individuals' and contains an 'eKey login' button. Below that is a 'Contact us' section with an email address 'ip_support@moic.gov.bh' and a 'PA-Support@moic.gov.bh' link. At the bottom of the right column, there is a button with a play icon.

A 'New User' screen will open:

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

English

Ministry of Industry and Commerce



Industrial Design

Trademark

Grievance, objection and Imitation complaint

Patent

Electronic Industrial Properties Services

New User

Account type *

Name (in Arabic) *

Name (in English) *

Email *

Mobile number *

Country of Nationality *

Residence country *

Address (in Arabic) *

Address (in English) *

Password should:

- contain a minimum of 8 characters
- contain at least one capital letter and one small letter
- contain numbers

Password *

Confirm password *

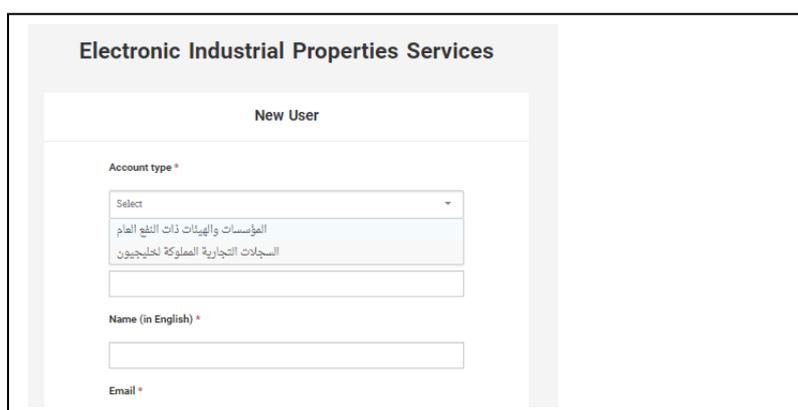
Create New User

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

All fields must be completed either by the entry of the required information, or in the case of the fields for 'Account type', 'Country of Nationality' and 'Residence country', by clicking the cursor on the 'down' arrow and selecting from a drop-down menu.

Account type

This field requires the entry that indicates the legal nature of the applicant seeking registration. The field has a number of options which can be displayed by clicking the cursor on the down arrow seen on the right of the Account type field:



Click the cursor on the appropriate description⁴²:

المؤسسات والهيئات ذات النفع العام

(Public Beneficiaries or Professional Institutes)

السجلات التجارية المملوكة لخليجيين

(Commercial Registration (CR) owned by GCC Nationals)

Name (in Arabic) *

This will be the given legal name of the individual such as entered on the certificate of birth or passport, or the name of an enterprise as legally registered.

Name (in English) *

This will be the given legal name of the individual such as entered on their certificate of birth or passport or the name of an enterprise as legally registered. The name entered must be the same as previously entered in Arabic.

⁴² The descriptions will appear in Arabic even if the interface language selected is English

Email *

Enter the Email address that is to be used for any communications. Any communication sent to the Email address given will be considered to have been duly and correctly notified within the requirements of the law.⁴³

Country of Nationality *

This is selected by clicking on the arrow at the end of the field and selecting the appropriate country name.
For an individual this will be the nationality as entered on their certificate of birth or passport. Where dual nationality is held, either may be selected from the list of countries.

Residence country *

This is selected by clicking on the arrow at the end of the field and selecting the appropriate country name.

The country name selected must be where the applicant is habitually resident. This must be the country where the address given is located.

Address (in Arabic) *

The address given should be the usual, habitual place of residence.

The applicant must be able to receive written communications at this address. Any communication sent to the address given will be considered to have been duly and correctly notified within the requirements of the law.

Address (in English) *

The address given should be the usual, habitual place of residence and must be the same address given in Arabic.

The applicant must be able to receive written communications at this address. Any communication sent to the address given will be considered to have been duly and correctly notified within the requirements of the law.

Mobile number *

⁴³ See Article 17.1 of Legislative Decree No. 54 of 2018 Promulgating the Electronic Communications and Transactions Law.

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

The mobile number entered will be the number for all communications from the Trademark office. The applicant must be able to receive communications on this number.

Password *

Insert the password to be used in accessing the Electronic Property Services ePortal.

The password must:

- Be at least 8 characters (Symbols and special characters such as ! @ £ \$ % & * are not to be used)
- include at least one upper-case (capital) letter and one lower-case (small) letter
- include a numeral or numerals

Confirm password *

Re-enter the password. If the password confirmation does not match the password entered in the previous field, or the password(s) do not follow the password requirements, the border colour of the 'Password' and 'Confirm password' fields will change to red, and the  button will be disabled.

Password should:

- contain a minimum of 8 characters
- contain at least one capital letter and one small letter
- contain numbers

<p>Password *</p> <p>.....</p>	<p>Confirm password *</p> <p>.....</p>
---------------------------------------	---

BackCreate New User

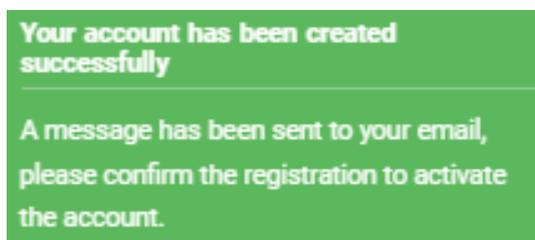
In such cases, a new password may be entered, or the confirmation password re-entered.

When all of the fields have been completed, click the cursor on



Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

Provided all of the fields have been fully and correctly completed, the following pop-up message confirming the successful creation of the account will appear:



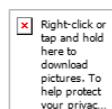
The pop-up message says that an email has been sent (to the email address entered in the registration process), asking that the registration be confirmed:

لقد تم تسجيل حسابك بنجاح



IP Online <iponline@moic.gov.bh>
To Your email address

If there are problems with how this message is displayed, click here to view it in a web browser.
Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.



لقد تم تسجيل حسابك بنجاح

الاسم الكامل - jali@moic.gov.bh

لقد قمت مؤخرا بتسجيل حساب جديد عن طريق البوابة الإلكترونية المتعلقة بخدمات العلامات.

[تأكيد بريدك الإلكتروني ، يرجى الضغط هنا](#)

Account Created Successfully

Full name - jali@moic.gov.bh

You have recently created a new account in the Electronic Industrial Properties Services portal.

[Click here to verify your email](#)



The registration is confirmed by clicking the cursor on the hyperlink 'Click here to verify your email'. This will generate a 'Welcome to the Electronic Industrial Property Services' email:

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

مرحبا بك في خدمات العلامات الالكترونية



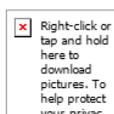
IP Online <iponline@moic.gov.bh>
To Jenan Ebrahim Ali

If there are problems with how this message is displayed, click here to view it in a web browser.
Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

Translate message to: English | Never translate from: Arabic | Translation preferences



خدمات الملكية الصناعية الإلكترونية
Electronic Industrial Property
Services



مرحبا بك في خدمات العلامات الالكترونية

الاسم الكامل - jali@moic.gov.bh

لقد تم قبول طلب تسجيل الحساب عن طريق البوابة الإلكترونية المتعلقة بخدمات العلامات

يمكنك البدء في استخدام الخدمات الإلكترونية عبر الموقع عند الضغط على الزر أدناه

Welcome to Electronic Industrial Properties Services Portal

Full name - jali@moic.gov.bh

Your account has been approved, you can start using it at the portal by [going here](#).



يمكنك الوصول الى البوابة عند الضغط على الزر في الأسفل
You can access the portal by clicking the button below

إضغط هنا

The Electronic Industrial Property Services ePortal may now be accessed using the email address and password used in the registration.

Forgotten password/Password change.

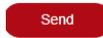
If a password for access to the Electronic Industrial Property Services ePortal has been forgotten, or the registered user wants to change the password, this can be done using the 'Forgot password?' link on the Electronic Industrial Property Services ePortal landing page.

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

The screenshot shows the 'Electronic Industrial Properties Services' page. At the top, there is a navigation bar with a user profile icon, language options (العربية and English), and the Ministry of Industry and Commerce logo. Below this is a secondary navigation bar with links for Industrial Design, Trademark, Grievance, objection and Imitation complaint, and Patent. The main content area is divided into two columns. The left column is titled 'Industrial Property agent registration' and 'Institutions and records'. It contains a text prompt: 'If you are authorized to practice Industrial Property registration activity, please create a registration record then sign in'. Below this are two input fields: 'Email address' and 'Password'. There are two red buttons: 'Login' and 'Agent registration'. At the bottom of this section, there are two links: 'Activate your account?' and 'Forgot password?'. The right column is titled 'Enterprises and Individuals' and contains a text prompt: 'If you are an individual or company with a commercial or industrial record, please use the advanced level of the electronic key'. Below this is a red button labeled 'eKey login'. Further down, there is a 'Contact us' section with the text: 'Please contact this email for any technical support' followed by the email address 'ip_support@moic.gov.bh'. Below that, it says: 'For support regarding the patent or design system, please contact the following email' followed by 'PA-Support@moic.gov.bh'. At the bottom of this section, it says: 'To view applications steps, please click on the button below' followed by a red button with a play icon.

Clicking on the 'Forgot password' link will open a screen headed 'Password Reset',

The screenshot shows the 'Password Reset' screen. At the top, there is a navigation bar with a user profile icon, language options (العربية and English), and the Ministry of Industry and Commerce logo. Below this is a secondary navigation bar with links for Industrial Design, Trademark, Grievance, objection and Imitation complaint, and Patent. The main content area is titled 'Electronic Industrial Properties Services' and contains a central white box with the heading 'Password Reset'. Below the heading, it says: 'Please fill in the fields'. There is a label 'Enter your email' above a blue input field containing the text 'Your email address'. Below the input field is a red button labeled 'Send'.

Insert the registered email address linked to the password to be reset in the 'Enter your email' field. Clicking the cursor on  will submit the request for the password linked to the email address to be reset.

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

Valid password reset request

To be accepted, the request for a 'Password Reset' must be for a valid and activated account registered with the Electronic Industrial Property Services ePortal. Provided both of these conditions are satisfied, the following pop-up message will appear:

Your request has been sent successfully

You can now reset your password after clicking on the link that can be found in the email.

An email containing a link to verify the request have been sent to the email address entered.

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

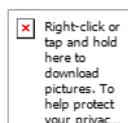
تغير كلمة المرور



IP Online <iponline@moic.gov.bh>
To Jenan Ebrahim Ali

If there are problems with how this message is displayed, click here to view it in a web browser.
Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

خدمات الملكية الصناعية الإلكترونية
Electronic Industrial Property
Services



تغير كلمة المرور

جنان ابراهيم علي يوسف محمد - jali@moic.gov.bh

لقد قمت مؤخرا بطلب تغير كلمة المرور لحسابك الشخصي. يمكنك تجاهل هذه الرسالة إن كنت غير راغب في تغير كلمة المرور.

[لمواصلة العملية، يرجى الضغط هنا](#)

Password Change Request

JENAN EBRAHIM ALI YUSUF MOHAMED - jali@moic.gov.bh

You have recently requested to reset your password. If you have changed your mind you can ignore this message.

[Click here to continue resetting your password](#)

يمكنك الوصول الى البوابة عند الضغط على الزر في الأسفل
You can access the portal by clicking the button below

[الضغط هنا](#)

Clicking the cursor on the hyperlink 'Click here to continue resetting your password' will open the following screen where a new password may be entered:

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

The screenshot shows the 'Password Reset' form on the 'Electronic Industrial Properties Services' portal. The portal header includes a user profile icon, language options for 'العربية' and 'English', and the Ministry of Industry and Commerce logo. Navigation links for 'Industrial Design', 'Trademark', 'Grievance, objection and Imitation complaint', and 'Patent' are visible. The form itself is titled 'Password Reset' and contains the following fields and elements:

- A heading: **Password Reset**
- A sub-heading: **Enter your email**
- An input field containing the email address: `jali@moic.gov.bh`
- A sub-heading: **New password**
- An input field with masked characters: `*****`
- A sub-heading: **Confirm New password**
- An input field with masked characters: `*****`
- A red 'Send' button at the bottom.

Enter your email

Ensure that the email associated with the registered account is correctly entered in the 'Enter your email' field

New password

Enter the new password to be used in accessing the Electronic Property Services ePortal in the 'New password' field. The password must:

- Be at least 8 characters (Symbols and special characters such as @ £ \$! % & * are not to be used)
- include both upper-case (capital) letters and lower-case (small) letters
- include a numeral or numerals

Confirm New password

Re-enter the new password in the 'Confirm New password' field.

If the passwords in 'New password' and 'Confirm New password' fields either do not match, are not in an acceptable format or contain characters unacceptable in a password, the borders of the 'New password' and 'Confirm New password' fields will be shown in red, and a message informing that a password must include of both

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

'upper case' (large letters) and 'lower case' (small letters) will be seen beneath the 'New password' field and 'Passwords do not match' beneath the 'Confirm New password' field. The button will be disabled.

Send

Electronic Industrial Properties Services

Password Reset

Please fill in the fields

Enter your email

New password

Pssword should: contain at least one capital letter and one small letter

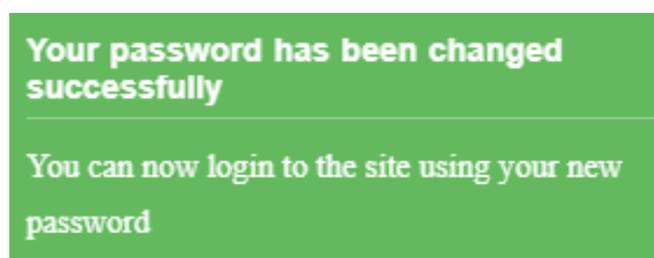
Confirm New password

Passwords don't match

Send

The 'New password' and 'Confirm New password' should be checked and if required, re -entered.

When all of the fields have been completed, click the cursor on  If the password change has been successful, a pop-up will appear



An email will also be sent to the registered email address confirming the change to the password.

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

تم تغيير كلمة المرور بنجاح



IP Online <iponline@moic.gov.bh>
To Your email address

If there are problems with how this message is displayed, click here to view it in a web browser.
Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

Translate message to: English | Never translate from: Arabic | Translation preferences



تم تغيير كلمة المرور بنجاح

عنوان بريدك الإلكتروني: Your email address

لقد قمت مؤخرًا بطلب تغيير كلمة المرور لمسابك الشخصي. يمكنك تجاهل هذه الرسالة إن كنت منكرًا بتغيير كلمة المرور. ولكن، في حال عدم تغيير كلمة المرور دون علمك، الرجاء التحدث إلى أحد موظفي خدمة العملاء الخاص بمطورين الخدمات التجارية.

[لمواصلة العملية، الرجاء الضغط على هنا](#)

Password Reset Successful

Your name > Your email address

You have recently changed your password. If you did not make this request please contact support.

[Click here to continue](#)

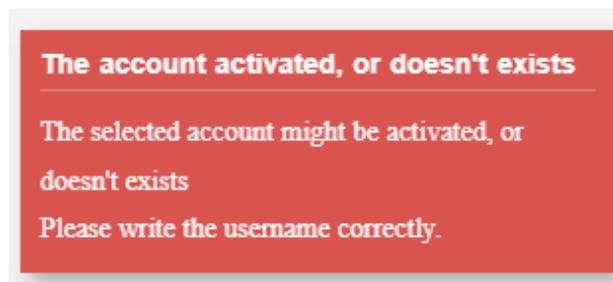


Clicking the cursor on the 'Click here to continue' hyperlink in the email will open the Electronic Industrial Property Services ePortal landing page.

Invalid password reset request

If the email address entered in the 'Password reset' request does not relate to a valid and activated account registered with the Electronic Industrial Property Services ePortal, the following pop-up message will appear:

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain



If this pop-up message appears, check that the email address entered for the password reset is correct, and click the cursor on 

If the same pop-up message appears again, this may be because the account has been created but not activated. To activate the account, go to the email confirming the creation of the account, which looks like this:

لقد تم تسجيل حسابك بنجاح

 IP Online <iponline@moic.gov.bh>
To Jenan Ebrahim Ali

If there are problems with how this message is displayed, click here to view it in a web browser.
Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.



and click the cursor on the 'Click here to verify your email' hyperlink.

Activate account – Account verification email not received, or link expired

In the event that the email containing the link to verify a new account not being received, or the link in the email having expired, an account may be activated using the link on the bottom of the Electronic Industrial Property Services ePortal landing page.

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

The screenshot shows the 'Electronic Industrial Properties Services' page. At the top, there are navigation links for 'Industrial Design', 'Trademark', 'Grievance, objection and Imitation complaint', and 'Patent'. The main content area is divided into two columns. The left column is titled 'Industrial Property agent registration' and contains a form with fields for 'Email address' and 'Password'. Below the fields are buttons for 'Login' and 'Agent registration'. A red box highlights the 'Activate your account?' link. The right column is titled 'Enterprises and Individuals' and contains a section for 'Contact us' with email addresses 'ip_support@moic.gov.bh' and 'PA-Support@moic.gov.bh'. There is also a red button with a play icon at the bottom right.

On this page is a link 'Activate your account'. Clicking the cursor on this link will open a screen headed 'Activate account.'

The screenshot shows the 'Activate account' screen. It features a form with a single text input field labeled 'Enter your Email'. Below the field are two buttons: 'Send' and 'Back'. The page header is identical to the previous screenshot, showing the Ministry of Industry and Commerce logo and navigation links. At the bottom left, there is a logo for '2030' and 'البحرين' (Bahrain). At the bottom right, it says 'All copyrights to Ministry of Industry and Commerce © 2023'.

Insert the email address for the registered account to be activated. Clicking the cursor on  will send a confirmation email to the registered email address.

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

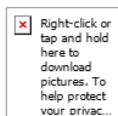
مرحبا بك في خدمات العلامات الالكترونية



IP Online <iponline@moic.gov.bh>
To Jenan Ebrahim Ali

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Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

Translate message to: English | Never translate from: Arabic | Translation preferences



مرحبا بك في خدمات العلامات الالكترونية

الاسم الكامل - jali@moic.gov.bh

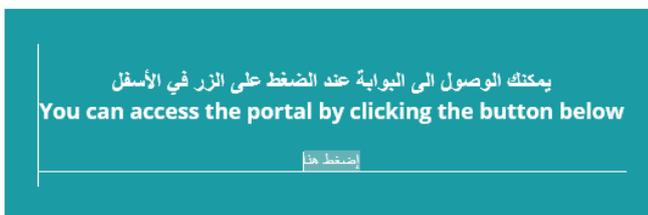
لقد تم قبول طلب تسجيل الحساب عن طريق البوابة الإلكترونية المتعلقة بخدمات العلامات

يمكنك البدء في استخدام الخدمات الإلكترونية عبر الموقع عند الضغط على الزر أدناه

Welcome to Electronic Industrial Properties Services Portal

Full name - jali@moic.gov.bh

Your account has been approved, you can start using it at the portal by [going here](#).



The confirmation email does not give the password linked to the email address. To recover the password will require the 'Forgot password' process to be restarted.

Individuals and Enterprises

To gain access to the Trademark e-Services, an individual or enterprise must have registered for an **eKey**.⁴⁴ The eKey is a single sign-on authentication system that enables access to a range of eServices without requiring the entry of personal credentials more than once for each service and/or transaction.

⁴⁴ Introduced in 2007, the eKey is an initiative by the [Information & eGovernment Authority](#), which guarantees the utmost security and privacy of personal data.

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

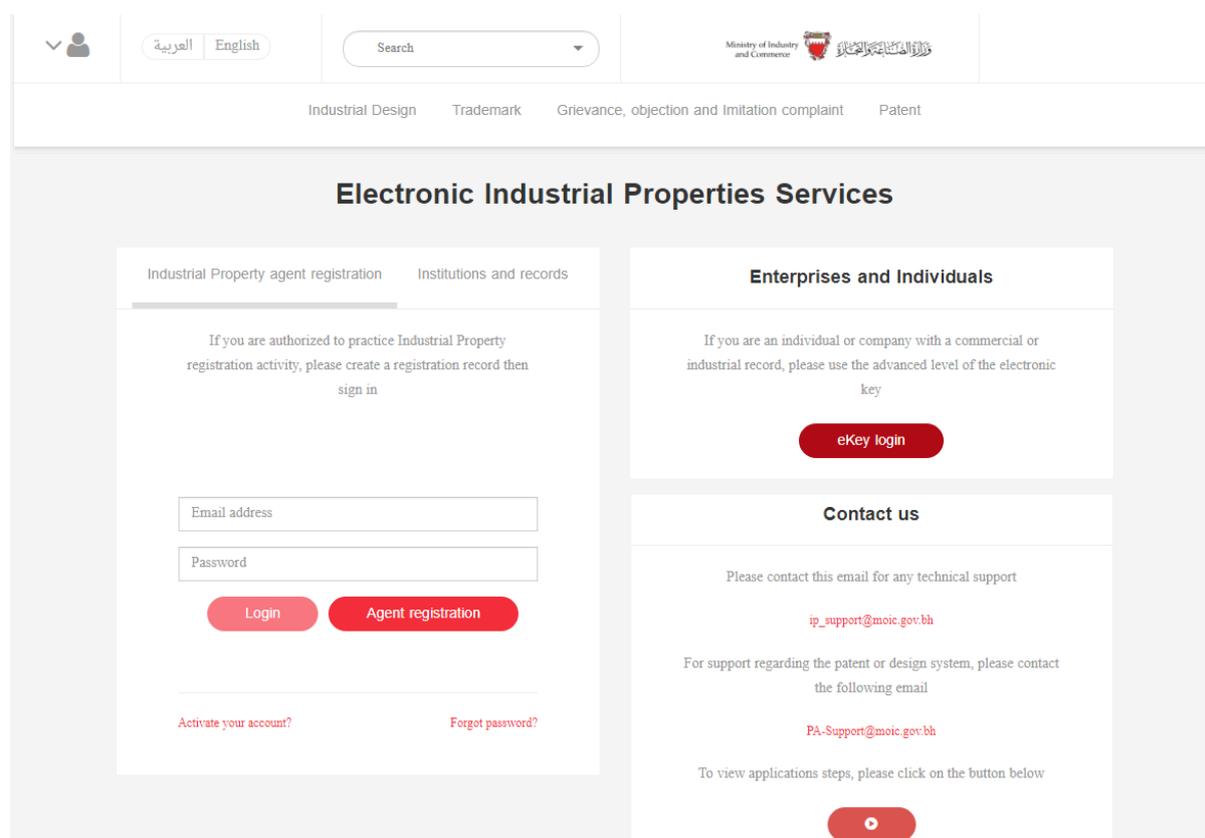
The eKey has two levels of registration: Standard and Advanced. **To access the Electronic Industrial Property Services ePortal requires registration for an Advanced eKey⁴⁵.**

Whereas an application for a Standard eKey may be completed online, applying for an Advanced eKey must be made in-person at a government eService Center. The locations and opening hours of these eService centres can be found [here](#)

Registration for an Advanced eKey will require personal information such as name, address, date of birth etc, contact details including a valid mobile telephone number, a smart card, and biometrics (fingerprints) to be provided.

Already have an Advanced eKey

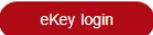
Individuals and companies that have an eKey can access the Electronic Industrial Property Services ePortal using the  found on the on the landing page at <https://service.moic.gov.bh/ipd/login>



The screenshot shows the landing page of the Electronic Industrial Properties Services ePortal. At the top, there is a navigation bar with a search bar and links for Industrial Design, Trademark, Grievance, objection and limitation complaint, and Patent. The main content area is titled "Electronic Industrial Properties Services" and is divided into two columns. The left column is for "Industrial Property agent registration" and "Institutions and records", containing a sign-in form with fields for "Email address" and "Password", and buttons for "Login" and "Agent registration". The right column is for "Enterprises and Individuals" and "Contact us", containing an "eKey login" button and contact information for technical support and patent/design support.

⁴⁵ Holders of a Standard will need to upgrade to an Advanced eKey. To upgrade a Standard eKey to an Advanced eKey can only be done by visiting an eGovernment eService Center.

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

Clicking the cursor on  will open the eKey Login Page:



eKey Login Page

Login

Personal Number

Password

[Forgot Password?](#) [New User? Register](#)

SIGN IN



Login to eKey using the e-key Personal Number (CPR) and Password as registered when obtaining the eKey and click the cursor on 

When accessing the Electronic Industrial Property Services ePortal for the first time using an eKey, a page will open requesting the entry of an email address, mobile number and CPR to create a user profile.

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

The screenshot shows the 'Update profile' section of the Industrial Property e-portal. At the top, there is a navigation bar with a user profile icon, language options for 'العربية' and 'English', a search bar, and the Ministry of Industry and Commerce logo. Below this is a menu with 'Industrial Design', 'Trademark', 'Grievance, objection and Imitation complaint', and 'Patent'. The main heading is 'Electronic Industrial Properties Services'. The 'Update profile' section contains a message: 'The user must update his data to continue using the portal.' Below this are four input fields: 'Email *' with the value 'jali@moic.gov.bh', 'Mobile number *' with the value '36000000', and 'CPR *'. A red 'Save' button is located at the bottom right of the form.

After entering the required information, click the cursor on  This will generate an email which will be sent to the email address entered during the registration.

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

لقد تم تسجيل حسابك بنجاح



IP Online <iponline@moic.gov.bh>
To Jenan Ebrahim Ali



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Click here to download pictures to help protect your privacy, Outlook prevented automatic download of some pictures in this message.

خدمات الملكية الصناعية الإلكترونية
Electronic Industrial Property
Services

Right-click or tap and hold here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

لقد تم تسجيل حسابك بنجاح

جنان ابراهيم علي يوسف محمد - jali@moic.gov.bh

لقد قمت مؤخرا بتسجيل حساب جديد عن طريق البوابة الإلكترونية المتعلقة بخدمات العلامات.

[لتأكيد بريدك الإلكتروني، يرجى الضغط هنا](#)

Account Created Successfully

JENAN EBRAHIM ALI YUSUF MOHAMED - jali@moic.gov.bh

You have recently created a new account in the Electronic Industrial Properties Services portal.

[Click here to verify your email](#)

يمكنك الوصول الى البوابة عند الضغط على الزر في الأسفل

You can access the portal by clicking the button below

الضغط هنا

The email confirms that the account creation has been successful, but at this stage the account is not active and cannot be accessed. To complete the registration and activate the account requires that the email address be verified. This is done by clicking the cursor on the 'Click here to verify your email' hyperlink. This will send an email to the verified email address confirming that the email and account have been verified.

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

لقد تم تأكيد بريدك الإلكتروني



IP Online <iponline@moic.gov.bh>
To Jenan Ebrahim Ali



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Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.



لقد تم تأكيد بريدك الإلكتروني

جنان ابراهيم علي يوسف محمد - jali@moic.gov.bh

شكراً لقد تم تأكيد بريدك الإلكتروني ، سوف يتم معالجة الطلب من قبل إدارة الملكية الصناعية.

فضلاً انتظري من لحظة إدارة الملكية الصناعية

Your Email has been Verified

JENAN EBRAHIM ALI YUSUF MOHAMED - jali@moic.gov.bh

Thank you for confirming your Email, your request is awaiting approval before you can start using your account.



يمكنك الوصول الى البوابة عند الضغط على الزر في الأسفل

You can access the portal by clicking the button below

[الضغط هنا](#)



المنامة - الواجهة البحرية
بوابة العرقا العملى - بوقا البحرين العملى
ص.ب: 5479 - المنامة / البحرين

Manama - Sea Front
Financial Harbour Gate - Bahrain Financial Harbour
P.O. Box 5479 - Manama / Bahrain

Electronic Industrial Property Services

After entering their login details at the Electronic Industrial Property Services landing page, users will be taken to the following screen:

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

Electronic Industrial Properties Services

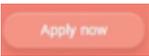
It is the creative work of human thought and includes every intellectual product related to trademarks, patents, drawings, industrial designs and other branches of industrial property. The industrial property protection system helps to reconcile the interests of the innovator and the public by ensuring an environment in which creative and innovative activity can continue and thrive for the benefit of all.

<h4>Industrial Design</h4> <p>It is the decorative or aesthetic appearance of something, and the industrial design must be new, industrially applicable and distinctive.</p>  <p>Apply now</p>	<h4>Trademark</h4> <p>It is a signal used to distinguish goods and services of a project from another project for the same goods and services.</p>  <p>Apply now</p>	<h4>Grievance, objection and Imitation complaint</h4> <p>Grievance is the right of the applicant against the decision to refuse registration or to suspend a condition on time. The objection is to submit an objection to the application for registration after publication during the specified legal period. An imitation complaint is filing of an imitation complaint on a mark, patent, utility model, drawing, or industrial design.</p>  <p>Apply now</p>	<h4>Patent</h4> <p>A patent is an exclusive right granted to an invention that is a product or process that provides a new way of accomplishing a work or provides a new technical solution to a problem. The invention must be new, non-obvious and includes an innovative and industrially applicable step.</p>  <p>Apply now</p>
--	--	--	---

From this page a range of industrial property actions can be initiated. The columns headed 'Trademarks' and 'Grievances' are where matters relating to trademark procedures are completed.

Trademarks

The pink column headed Trademarks is where all actions, from making an application for registration of a trademark through to the management or change to a registration can be completed.

Clicking the cursor on  at the bottom of the column headed TRADEMARKS will open a screen listing the actions can be undertaken.

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

Mark registration statutes	Renewals and changes	Other processes			
Application for registration of national mark	100-200 BHD →	Renewal	650-750 BHD →	Amendment / cancelation / withdrawal	150 BHD →
Payment of Publication fee for one or more mark	50-100 BHD →	Changes / Assignments related to Owner	150 BHD →	Initial request for a mark examination	100 BHD →
Payment of Registration fee for one or more mark	500 BHD →	Changes related to Representative	150 BHD →	Copy / Inquires	100 BHD →
	License / Mortgage	200-300 BHD →	Process related to International Mark	20-100 BHD →	

The screen is divided into three columns listing the various actions that can be started from this screen. At the end of each section is an indication of the official fee payable in relation to the action.

Mark registration statutes

- Application for registration of a national mark
- Payment of Publication fee for one or more marks
- Payment of Registration fee for one or more marks

Detailed guidance on the process and requirements involved in completing and filing an application for registration of a trademark, including when and how to pay the publication and registration fees can be found in the Applications Guidelines.

Renewals and changes

- Renewals
- Changes/Assignments related to Owner
- Changes related to Representative
- Licence/Mortgage

Other processes

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

- Amendment/cancellation/withdrawal
- Initial request for mark examination

Request for preliminary Trademark search

- Copy/Inquiries:

Copy:

Request for a true copy or replacement of a registered Mark certificate.

Request of Certificate of Mark application

Request a copy of any application or document submitted to or issued by the directorate

Inquiries:

Make an inquiry for all marks for the same owner (request by the owner for details of their trademarks)

Make an inquiry for a specific mark (if a trademark owner owns more than one trademark, they can request details of a specific trademark)

- Process related to International Mark

Actions related to an international application (Madrid Protocol):

Administration fees for filing an international application

Request to transfer international registration to national registration of Trademark and Service Marks

Request to transfer international registration to national registration of Collective Mark, Certification Mark, Public Beneficiaries and Professional Institutes Mark

Replacement of National or Regional registration with international registration.

Detailed guidance relating to actions involving the renewal of a trademark registration, permitted changes to a trademark registration (including full/part

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

cancellation or withdrawal) and registerable transactions can be found in the Guidelines on the maintenance of the register and registerable transactions.

To start a processes, click the cursor on the arrow at the end of the required section. For example, to start an application for registration of a trademark, click on the cursor on the 'Application for registration of a national mark' section.

The screenshot shows the e-portal interface with a navigation bar for Industrial Design, Trademark, Grievance, objection and Imitation complaint, and Patent. The Trademark Services section is highlighted in red. Below it is a table of services:

Mark registration statuses	Renewals and changes	Other processes
Application for registration of national mark 100-200 BHD →	Renewal 650-750 BHD →	Amendment / cancelation / withdrawal 150 BHD →
Payment of Publication fee for one or more mark 50-100 BHD →	Changes / Assignments related to Owner 150 BHD →	Initial request for a mark examination 100 BHD →
Payment of Registration fee for one or more mark 500 BHD →	Changes related to Representative 150 BHD →	Copy / Inquires 100 BHD →
	License / Mortgage 200-300 BHD →	Process related to International Mark 20-100 BHD →

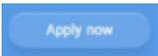


All copyrights to Ministry of Industry, Commerce and Tourism © 2022

Grievances

The blue column headed Grievances is where a trademark owner can file an objection to a decision to refuse registration of a trademark or to make registration conditional.

It is also where objections (opposition) by third-parties to the registration of a mark are filed, responded to by the owner, and hearings requested.

Clicking the cursor on  at the bottom of the blue column headed Grievances will open a page where actions relating 'objections' and 'complaints can be opened.

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

The screenshot displays the user interface of the Industrial Property e-portal. At the top, there is a navigation bar with a user profile icon, language selection (العربية, English), a search bar, and the logo of the Ministry of Industry, Commerce and Tourism. Below this, a menu highlights 'Grievance, objection and Imitation complaint' among other options like 'Industrial Design', 'Trademark', and 'Patent'. The main content area is titled 'Services of Grievance, Objection and Complaint office' and is divided into three columns: 'Objections Forms', 'Grievance Forms', and 'Imitation complaint Form'. Each column contains a list of services with their respective fees in BHD and a right-pointing arrow.

Objections Forms	Grievance Forms	Imitation complaint Form
Application for Opposition Against a Mark Registration 200 BHD →	Grievance against rejection of registering a mark or suspend a mark on a condition in front of the Grievance Committee 100 BHD →	Request for Imitation complain submission 0 BHD →
Request a hearing session 0 BHD →		
Respond to an opposition against a mark registration 0 BHD →		

At the bottom left is the logo of the Ministry of Industry, Commerce and Tourism, and at the bottom right is the copyright notice: 'All copyrights to Ministry of Industry, Commerce and Tourism © 2021'.

The screen is divided into three columns, each relating to a different type of objection or complaint:

Objection forms

This section relates to situations where someone wishes to object (oppose) the registration of a published trademark:

- Application for Opposition Against a Mark Registration

Following the publication of the acceptance of a trademark in the Bulletin, any interested person may submit an objection (opposition) to the registration of the trademark⁴⁶. This section is for use in filing the opposition.

- Request a hearing session

The party objecting to (opposing) the registration of a trademark and/or the applicant for registration of the trademark may require a hearing to be appointed to determine the dispute.⁴⁷ This section is used by the parties to request a hearing

⁴⁶ Article 14.2 GCC Trademark Law and Article 12.1 Regulations

⁴⁷ Article 15.1 GCC Trademark Law and Article 13.1 Regulations

- Respond to an opposition against a mark registration

Following notification of an objection to the registration of their mark by a third party, the applicant for registration must submit a written reply to the objection⁴⁸. This section is used to file the written response.

Detailed guidance on the process and requirements involved in filing an objection (opposition) to the registration of a trademark, the filing of a response by the applicant for registration and the process and procedures relating to hearings can be found in the Oppositions Guidelines.

Grievance forms

- Grievance against rejection of registering a mark or suspend a mark on condition in front of the Grievance Committee

The Trademark Office may decide to accept a mark conditional on the applicant agreeing to certain conditions, the furnishing of documents or the introduction of amendments or restrictions to the application.⁴⁹ Until resolved, action on the application will be suspended. In such cases the applicant may appeal to the Grievance Committee.⁵⁰ This section is used to file a grievance against a decision to refuse registration of a trademark or where registration has conditionally suspended.

Guidance on the process and requirements involved in filing a Grievance against a refusal to register (including making registration subject to a requirement or condition) can be found in the Examination Guidelines and the Grievances Guidelines.

Imitation complaint form

- Request for imitation complain submission

The owner of a registered (trademark, patent, industrial design) or his authorized agents may file an infringement complaint against any trader using their intellectual property in relation to counterfeit or unauthorised products or services

Fees

⁴⁸ Article 14.2 GCC Trademark Law and Articles 12.2 and 12.3 Regulations

⁴⁹ Article 12 of the GCC Trademark Law.

⁵⁰ Article 13.1 of the GCC Trademark Law and Article 7 of the Regulations.

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

Where a fee is payable for a particular action, the amount payable is shown at the end of each section

To start one of the processes, click the cursor on the required section. For example, to file a grievance against a refusal to register a trademark, click the cursor on the arrow at the end of the section 'Grievance against rejection of registering a mark or suspend a mark on a condition in front of the Grievance Committee.'

Objections Forms	Grievance Forms	Imitation complaint Form
Application for Opposition Against a Mark Registration 200 BHD →	Grievance against rejection of registering a mark or suspend a mark on a condition in front of the Grievance Committee 100 BHD →	Request for Imitation complain submission 0 BHD →
Request a hearing session 0 BHD →		
Respond to an opposition against a mark registration 0 BHD →		

Technical assistance

For any technical difficulties in using the Electronic Industrial Property Services ePortal contact p_support@moic.gov.bh or use the 'Contact us' link on the landing page:

Guidelines on the registration and use of the Industrial Property e-portal in the Kingdom of Bahrain

Industrial Property agent registration Institutions and records

If you are authorized to practice Industrial Property registration activity, please create a registration record then sign in

Email address

Password

Login Agent registration

Activate your account? Forgot password?

Enterprises and Individuals

If you are an individual or company with a commercial or industrial record, please use the advanced level of the electronic key

eKey login

Contact us

Please contact this email for any technical support

ip_support@moic.gov.bh

For support regarding the patent or design system, please contact the following email

PA-Support@moic.gov.bh

To view applications steps, please click on the button below

For any difficulties in completing the information in the registration for use of the Electronic Industrial Property Services ePortal, or any of the procedures and processes available via the ePortal, first consult the appropriate Guidelines. If further assistance is required, contact the IP Office at IPonline@moic.gov.bh

Annex

Decision number (58) for the year 2018 Regulating the registration of industrial property registration agents

Minister of Industry, Commerce and Tourism:

After perusal of Decree-Law No (21) for the year 2001 Issuance of the
Commercial Companies Law and its amendments,

And Law No. (1) for the year 2004 regarding Patents and Utility Models,
Amended by Law No. (14) for the year 2006, and its Executive Regulations issued
by Resolution (54) for the year 2006,

And Law No. (6) for the year 2006 regarding industrial designs and models, and
its executive regulations issued by Resolution No. (1) for the year 2010,

And Law No. (6) for the year 2014 approving the Trademarks Law (regulation) of
the Cooperation Council for the Arab States of the Gulf, and its executive regulations
issued by Resolution No. (65) for the year 2016,

And Decree-Law No. (27) for the year 2015 regarding the Commercial Register,
And decision No. (115) for the year 2011 regarding the procedures for granting
patents,

And based on the proposal of the Undersecretary for Trade Affairs,

decided the following:

Article (1)

Definitions

In applying the provisions of this decision, the following words and expressions
shall have the meanings assigned to each of them, unless the context requires
otherwise:

Kingdom : Kingdom of Bahrain.

Ministry : Ministry concerned with industry and Commerce affairs.

Minister : Minister in charge of Industry and Commerce Affairs.

Competent Department : industrial property directorate.

Register : Registration of industrial property registration agents in the Industrial
Property directorate.

Registration Agent : Any legal person authorized to engage in the activity of
intellectual property registration, legal advice, or any licensed law firm, authorized by
the owner of the trademark, patent, or industrial design To apply and follow up his
application in the records of the Industrial Property directorate. Lawyers working from
natural persons are included in the definition of registration agents.

Article (2)

Entry in the register

No person may engage in the activity of an industrial property agent unless his name is entered in the register. It is also not permissible for any person to prove in his papers or means of publicity and advertisement that he is a registration agent without his name being entered in the register.

Article (3)

Conditions of entry in the register

Agents who submit their name in the register are required to:

- 1- If the applicant for registration is a general partnership or simple partnership company, one of the general partners in it must have at least two years of experience in the field of intellectual property.
- 2- If the applicant for registration takes another form of company, the manager in charge of the company or institution in the Kingdom, whether he is one of the partners or others, must meet the following conditions:
 - (A) To be fully qualified.
 - (B) To have a university degree from one of the universities recognized in the Kingdom or any university recognized from abroad, provided that it is documented and certified in accordance with the legislation and regulations regulating that.
 - (C) He shall have at least two years of experience working in an office or company registered in the registry or commercially licensed by the competent authority to practice intellectual property activity, legal advice or law practice.
 - (D) He shall be of good conduct and has not been convicted of crimes against honor or trust, unless he has been rehabilitated.
- 3- If the applicant for registration is a company established outside the Kingdom: it must meet the following conditions:
 - (A) To be licensed to practice the activity of an industrial property registration agent in the country of its nationality.
 - (B) That it has practiced actual work in their country as an intellectual property registration agent for at least two years.
 - (C) The company must have a commercial registry that operates in the Kingdom.

Article (4)

Registration request

The application for registration in the register shall be submitted to the competent department on the form prepared for this, with the following documents attached to it:

First : For legal persons:

- 1- A true copy of the company's contract or articles of association.
- 2- A true copy of the company's registration certificate in the Commercial Register.
- 3- In the case of foreign companies, an official certificate from the competent authority in the country in which the company is registered, showing that it is a registered institution and licensed to practice this activity in the country of its nationality in accordance with the provisions of the laws that are neglected.
- 4- Documents required from the responsible company manager in accordance with Article (2/3) of this resolution.
- 5- Certified Signature Form.
- 6- Names of delegates approved by the registration agent.

Second : For normal people:

- 1- To be fully qualified.
- 2- License to practice the activity as a lawyer in the Kingdom.
- 3- Certified Signature Form.
- 4- Names of delegates approved by the registration agent.

Article (5)

Issuance of registration certificate

The competent department shall decide on the application for registration in the Register within thirty days from the date of its submission, complete with documents and data. In the event of his acceptance, he shall receive a certificate of registration valid for a period of one year, indicating the occurrence of the registration, its number and date. In the event of his refusal, it must be justified, and the expiry of this period without a response is considered an implicit rejection of the request.

Article (6)

Modify data or documents

Industrial property registration agents must notify the competent department of every amendment or change that occurs to the data of the registration application or the documents attached to it, and the notification shall be based on an application submitted to the competent department within thirty days from the date of the amendment or change taking place, according to the form prepared for that, attached to it the supporting documents.

Article (7)

Record the modified data

The competent department records the new data in the register, indicating the date of the amendment and attaching the supporting documents, and the applicant is given a statement that the notation of the amendment or change occurred and its date. The Concerned Department may reject the request for amendment or change for any reasons it deems appropriate, with notifying the applicant within thirty days from the date of its submission.

Article (8)

Obligations of the Registered

Applicants in the register must do the following:

- 1- Submit an annual registration renewal application thirty days before the expiry date of the registration certificate.
- 2- To associate his name with his registration number in all correspondences, certificates and reports issued by him.

Article (9)

Complaints and violations

The competent department shall, on its own, or upon a request from the Ministry, or a complaint submitted to it, conduct an investigation with the registration agent regarding the violations attributed to him related to the practice of this activity. If it turns out that the incident attributed to him constitutes a criminal offense, it shall refer the matter to the Public Prosecution.

Article (10)

Administrative measures

Without prejudice to civil and criminal responsibilities, one of the following measures shall be imposed on the registration agent who breaches his duties in carrying out this activity:

- 1- Written warning.
- 2- Suspending the activity for a period not exceeding one year, and in case of repeating the violation for a period not exceeding two years.
- 3- Cancellation of the registration.

Article (11)

Obligation to notify the decision of suspension or cancellation

The administrative authority, prior to the issuance of the suspension or cancellation decision, shall notify the registration agent to submit his defense

within thirty days from the date of the notification ,If it is not submitted within the aforementioned date, or it was submitted, and the competent department is not convinced of it ,The matter was referred to the Undersecretary of the Ministry to take what he deems appropriate.

Article (12) Grievance

A person whose application for registration has been rejected or for whom an administrative measure has been imposed in accordance with the provisions of this decision may file a grievance to the Minister within thirty days from the date of his notification or from the date of the end of the specified period without a decision on the application.

The Minister shall decide on the grievance within thirty days of its submission, and the expiry of this period without a response is considered an implicit rejection of it.

Article (13) Fees

The fees prescribed in the executive regulations of the Trademarks Registration Law shall be applied in respect of the registration fee in the Register.

Article (14) Executive provisions

The Undersecretary of the Ministry of Commerce shall implement the provisions of this decision, and it shall be published in the Official Gazette, and shall come into force three months after the day following the date of its publication.