

# Detailed provisions on file formats

## Norwegian Industrial Property Office (NIPO)

Please note that file formats other than those recommended here may be difficult to read and convert to the archive. Use of other file formats may also affect the filing date, cf. Regulations on Fees Section 1.

1. New trademark application and letter in an existing application.....	1
2. New design application and letter in an existing application .....	3
3. New patent application and letter in an existing application.....	5
4. Other types of inquiries and letters.....	7

### 1. New trademark application and letter in an existing application

Recommended for purposes	File type	File ending	Comments/recommendations
<b>Figurative device/ image of a trademark</b> (when the device is a feature the trademark)  Minimum size 3x4cm , Minimum resolution 72 dpi Recommended 8x8cm, 200dpi Maximum = 20x29cm, 200dpi Max resolution = 300dpi Max file size = 5 mb. Greyscale: 8-bit Colour: 24-bit  See the international standard <a href="#">ST.67</a>  <i>For trademarks in colour, motion or multimedia trademarks, see own statement</i> <i>Reproduced/published in 8x8cm, 200dpi.</i>	Portable Network Graphics	*.png	<ul style="list-style-type: none"> <li>No loss of content: Uncompressed</li> <li>Not suitable for photography</li> <li>Suitable for graphic images, gives sharp lines</li> <li>Archive format</li> </ul>
	JPEG	*.jpg, *.jfif	<ul style="list-style-type: none"> <li>Compressed (risk of losing content)</li> <li>Highly recommended for photographic productions</li> <li>Risk of losing content before publication</li> <li>Suitable for graphic images</li> <li>Gives weaker streaks</li> <li>Compression                             <ul style="list-style-type: none"> <li>Recommended= fine</li> <li>Maximum= Medium</li> </ul> </li> </ul>

<b>Specification of goods and services / list of goods and services</b>  NIPO recommend using list of pre-approved terms. See specific online service at <a href="https://search.patentstyret.no/Classification">https://search.patentstyret.no/Classification</a>	Microsoft Office Word	*.docx *.doc	<ul style="list-style-type: none"> <li>• Coded text</li> <li>• Conversion by manual transfer</li> <li>• Low risk of losing content</li> </ul>
	Open Office text	*.odt *.fodf	<ul style="list-style-type: none"> <li>• Coded text</li> <li>• Conversion by manual transfer</li> <li>• Low risk of losing content</li> </ul>
	Plain text or XML	*.txt *.xml	<ul style="list-style-type: none"> <li>• Special files for list of goods and services: only when recommended software or service from the NIPO or other authorities is used</li> <li>• Direct storage in database without loss of content</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Priority documents</b> (proof of previous submission to another authority)</li> <li>• <b>Power of Attorney, transfer of rights or other legal documents</b></li> <li>• <b>Other documents</b></li> </ul>	Adobe PDF	*.pdf	<ul style="list-style-type: none"> <li>• Coded text</li> <li>• Only PDF/A is recommended (can be managed at creation from the author of the text)</li> <li>• Alternatively, PDF v 1.6. 1,7 and 1.8</li> <li>• Important! Can't contain animations, videos and other multimedia objects</li> </ul>
<b>Audio files</b> Max 5 mb Max two channels of audio per file  It may be advantageous to attach a trademark image of music notes or audiogram or other graphical display of the sound.  See the international standard <a href="#">ST.68</a>	Sound file (ISO standard)	*.mp3	<ul style="list-style-type: none"> <li>• Preferred format</li> <li>• Compressed audio, min 126 bit compression, recommended 256bit</li> <li>• Gives limited loss of content</li> <li>• Archived directly, without further loss of content</li> </ul>
	Waveform Audio (based on RIFF)	*.wav	<ul style="list-style-type: none"> <li>• Will be converted to MP3 before archiving</li> </ul>
<b>Motion trademark</b> (animation, video, movement, 3D, etc.)  <i>It is recommended to create a 2D image with a mosaic of multiple images showing the movement or the object and to file that 2D image as a device mark.</i>  Video files in the format MPEG-1, VP8 or HEVC/H.265 will not be accepted.  Se the international standard <a href="#">ST.69</a>	Image stream/video:	*.mp4	Video Codex limited to: <ul style="list-style-type: none"> <li>• AVC/H.264, or</li> <li>• MPEG-2/H.262</li> </ul> See standard
	Mosaic	*.jpg	<ul style="list-style-type: none"> <li>• An image composed of several single images in a mosaic, for example 5x5 images, which together show a movement in the reading direction from top left to the right.</li> </ul>
	Image stream/video:		<ul style="list-style-type: none"> <li>• No other support today, see MPEG2/MPEG4</li> </ul>
	3D-object		<ul style="list-style-type: none"> <li>• No other support today, see MPEG2/MPEG4</li> </ul>
	3D-object		<ul style="list-style-type: none"> <li>• No other support today, see MPEG2/MPEG4</li> </ul>

<b>Not recommended</b> (may cause manual control and/or lower quality)	<b>File type</b>	<b>Fil ending</b>	<b>Comments/recommendations</b>
<b>Figurative device of a trademark/- images</b> (when the device is a feature the trademark)	PDF	*.pdf	<ul style="list-style-type: none"> <li>Images uploaded to PDF</li> <li>Will be converted to JPEG-images (with compression)</li> <li>May cause some loss of visual quality</li> </ul>
	TIFF (images of each side)	*.tiff *.pdf	<ul style="list-style-type: none"> <li>Images in TIFF format will be converted to JPEG for trademark applications.</li> <li>Suitable only for plan 1-bit black and white representations (lines in black on white background)</li> <li>Gives large files a risk of visual loss of content of the reproduction.</li> </ul>
<ul style="list-style-type: none"> <li><b>Priority documents</b> (proof of previous submission to another authority)</li> <li><b>Power of Attorney, transfer of rights or other legal documents</b></li> <li><b>Other documents</b></li> </ul>	Microsoft Office Word	*.docx *.doc	<ul style="list-style-type: none"> <li>Coded text</li> <li>Conversion to PDF/A before archiving</li> </ul>
	Open Office text	*.odt *.fodf	<ul style="list-style-type: none"> <li>Coded text</li> <li>Conversion to PDF/A before archiving</li> </ul>
	PDF	*.pdf	<ul style="list-style-type: none"> <li>PDF where the content is images</li> </ul>
<b>Motion trademark</b> (Animation, video, movement, 3D, etc.)	2D images in series	*.jpg *.png	<ul style="list-style-type: none"> <li>A plurality of images in numbered order that together show the movement</li> </ul>
	Image stream/video	WebM	<ul style="list-style-type: none"> <li>Video Codex VP9 or AV1</li> </ul>
	Image stream/video	MP4 Container	<ul style="list-style-type: none"> <li>Video Codex VP9 or AV1</li> </ul>
	Image stream/video: MPEG2 MPEG4	*.mpg	<ul style="list-style-type: none"> <li>Separate soundtrack in multimedia format where compression/loss of content may vary. Image stream is not present</li> <li>Avoid file ending *.AVI</li> </ul>

## 2. New design application and letter in an existing application

<b>Recommended for purposes</b>	<b>File type</b>	<b>File ending</b>	<b>Comments/recommendations</b>
<b>2D images of the design (pictures of the object, graphic representation, line drawings)</b>  Minimum size 3x4cm, Minimum resolution 72 dpi Recommended 8x8cm, 200dpi Maximum = 20x29cm, 200dpi Max resolution = 300dpi	Portable Network Graphics	*.png	<ul style="list-style-type: none"> <li>No loss of content: Uncompressed</li> <li>Not suitable for photography!</li> <li>Will be converted to JPEG before publication</li> <li>Suitable for graphic images, gives sharp lines</li> <li>Archive format</li> </ul>
	JPEG	*.jpg, *.jif	<ul style="list-style-type: none"> <li>Compressed (no risk of losing content "visually")</li> <li>Highly recommended for photographic productions</li> <li>Risk of losing content before publication</li> <li>Suitable for graphic images</li> </ul>

<p>Max file size per image= 5 mb. (should avoid a file size larger than 1Mb) Greyscale: 8-bit Colour: 24-bit</p> <p>Note that:</p> <ul style="list-style-type: none"> <li>- The format GIF (*.gif) is not authorized</li> <li>- 3D objects such as a coffee cup for example, should be represented in different viewing angles in 2D images.</li> </ul>			<ul style="list-style-type: none"> <li>• Gives weaker streaks</li> <li>• Compression <ul style="list-style-type: none"> <li>○ Recommended= fine</li> <li>○ Maximum= Medium</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>• <b>Priority documents</b> (proof of previous submission to another authority)</li> <li>• <b>Power of Attorney, transfer of rights or other legal documents</b></li> <li>• <b>Other documents</b></li> </ul>	Adobe PDF	*.pdf	<ul style="list-style-type: none"> <li>• Coded text</li> <li>• Only PDF/A is recommended (can be managed at creation from the author of the text)</li> <li>• Alternatively, PDF v 1.6, 1.7 and 1.8</li> <li>• Important! Can't contain animations, videos and other multimedia objects</li> </ul>
<p><b>Objects / models (animation, video, movement, 3D etc.)</b></p> <p>A file showing an image stream (video) or a 3D object will be handled as an example or a physical object. The file will not affect the rights and will be available to the public but will not be published.</p> <p>Video files in the format MPEG-1, VP8 or HEVC/H.265 will not be accepted.</p> <p>See WIPO Standard <a href="#">ST.88</a></p>	Image stream/ video:	*.mp4	<p>Video Codex limited to:</p> <ul style="list-style-type: none"> <li>• AVC/H.264, or</li> <li>• MPEG-2/H.262</li> </ul> <p>See standard</p>
	Hologram	None	<ul style="list-style-type: none"> <li>• See 2D images</li> </ul>
	3D object	None	<ul style="list-style-type: none"> <li>• Not supported today, watch video</li> </ul>

<b>Not recommended</b> (may cause manual control and/or lower quality)	<b>File type</b>	<b>Fil ending</b>	<b>Comments/recommendations</b>
<b>2D images of the design</b>	PDF	*.pdf	<ul style="list-style-type: none"> <li>• Images uploaded to PDF</li> <li>• Will be converted to JPEG-images (with compression)</li> <li>• May cause some loss of visual quality</li> </ul>
	TIFF (images of each side)	*.tiff *.pdf	<ul style="list-style-type: none"> <li>• Images in TIFF format will be converted to JPEG for trademark applications.</li> <li>• Suitable only for plain 1-bit black and white representations (lines in black on white background)</li> <li>• Gives large files a risk of visual loss of content of the reproduction.</li> </ul>

<ul style="list-style-type: none"> <li>• <b>Priority documents</b> (proof of previous submission to another authority)</li> <li>• <b>Power of Attorney, transfer of rights or other legal documents</b></li> <li>• <b>Other documents</b></li> </ul>	Microsoft Office Word	*.docx *.doc	<ul style="list-style-type: none"> <li>• Coded text</li> <li>• Conversion to PDF/A before archiving</li> </ul>
	Open Office text	*.odt *.fodf	<ul style="list-style-type: none"> <li>• Coded text</li> <li>• Conversion to PDF/A before archiving</li> </ul>
	PDF	*.pdf	<ul style="list-style-type: none"> <li>• PDF where the content is images</li> </ul>

### 3. New patent application and letter in an existing application

Recommended for purposes	File type	File ending	Comments/recommendations
<b>Text for the abstract, description, claims</b> (and possibly drawings)  <i>Use heading at the top of the new page (Norwegian/English):</i> Sammendrag/Abstract Beskrivelse/Description Krav/Claims Figurer/Drawings	Microsoft Office Word	*.docx	<ul style="list-style-type: none"> <li>• Coded text</li> <li>• Highest degree of treatment ability. Can be directly converted to international standard XML for international announcement and sharing.</li> <li>• Archived automatically to PRDF/A</li> </ul>
	Open Office	*.odt, *.fodf	<ul style="list-style-type: none"> <li>• Coded text. Next highest degree of treatment ability.</li> <li>• Requires additional conversion for international standard XML</li> <li>• Archived automatically to PDF/A</li> </ul>
<b>Formats of Drawings for insertion in text documents</b>  <i>Images in colour cannot be published. Grey scale images must be converted to black and white before publication.</i>	No loss of content: Tagged image File format	*.tif *.tiff	<ul style="list-style-type: none"> <li>• Recommended black and white (1 bit) only, minimum 600dpi, according to ccitt g4 (international standard). High resolution gives sharper lines.</li> <li>• Alternatively, in grayscale in LZW lossless conversion. Must be converted for publication that will result in loss of visual quality.</li> </ul>
	Compressed JPEG	*.jpg *.jpeg *.jfif	<ul style="list-style-type: none"> <li>• Recommended black and white (1 bit) only, minimum 600dpi</li> <li>• Alternatively, in grayscale: must be converted before publication that will cause loss of visual quality.</li> <li>• Colours will result in great loss of visual quality</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Priority documents</b> (proof of previous submission to another authority)</li> <li>• <b>Power of Attorney, transfer of rights or other legal documents</b></li> <li>• <b>Other documents</b></li> </ul>	Adobe PDF	*.pdf	<ul style="list-style-type: none"> <li>• Only PDF/A is recommended (can be managed at creation from the author of the text)</li> <li>• Alternatively, PDF v 1.6. 1,7 and 1.8</li> <li>• Important! Can't contain animations, gif's and other objects</li> </ul>
<b>Mathematical formulas or similar</b>	Image	*.jpeg *.jpg *.tif *.tiff	<ul style="list-style-type: none"> <li>• Recommended to add formulas as figures in the final figure list. Reference to the formula can then be made in the description.</li> </ul>
	WIPO ST.26 XML	*.xml	<ul style="list-style-type: none"> <li>• Coded text database format</li> <li>• Automatic conversion to database</li> </ul>

<b>Sequence lists</b> (genetic sequences, only for special disciplines)  <i>Recommended use of free software BiSSAP or Patentin.</i>  <b>NB:</b> WIPO ST.25 will not be allowed after 1 <sup>st</sup> of January 2022			<ul style="list-style-type: none"> <li>• Special file naming from special software available from WIPO or EPO</li> </ul>
	WIPO ST.25 Text	*.txt	<ul style="list-style-type: none"> <li>• Coded text form (tabular)</li> <li>• Possibility of automatic transfer to db</li> <li>• Special file naming from WIPO or EPO where software is available.</li> </ul>

<b>Not recommended</b> (may cause manual control and/or lower quality)	<b>File type</b>	<b>Fil ending</b>	<b>Comments/recommendations</b>
<b>Text for the abstract, description, claims</b> (and possibly drawings)  <i>Use heading at the top of the new page (Norwegian/English):</i> Sammendrag/Abstract Beskrivelse/Description Krav/Claims Figurer/Drawings	PDF	*.pdf	<ul style="list-style-type: none"> <li>• Coded text/image (uncertain)</li> <li>• Must be specially processed with human control before conversion to international XML standard.</li> <li>• May cause OCR Processing</li> <li>• Risk of loss of content</li> <li>• Risk of unreadable file (many variants of the file format cannot be read).</li> <li>• Automatic archiving to PDF/A</li> </ul>
	Microsoft Word	*.doc	<ul style="list-style-type: none"> <li>• Coded text</li> <li>• Older proprietary format, which must be converted before archiving.</li> <li>• Risk of loss of content</li> </ul>
	TIFF (images on each side)	*.tiff *.pdf	<ul style="list-style-type: none"> <li>• Not coded text</li> <li>• Lowest processing ability and lowest quality</li> <li>• Requires manual control after OCR for conversion to international standard XML.</li> <li>• Automatic archiving to PDF/A</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Priority documents</b> (proof of previous submission to another authority)</li> <li>• <b>Power of Attorney, transfer of rights or other legal documents</b></li> <li>• <b>Other documents</b></li> </ul>	Adobe PDF	*.pdf	<ul style="list-style-type: none"> <li>• Only PDF/A is recommended (can be managed at creation from the author of the text)</li> <li>• Alternatively, PDF v 1.6, 1.7 and 1.8</li> <li>• NB: Cannot contain animations, videos, audio and other objects, but only 2D images in black and white or in grey scale.</li> </ul>
<b>Mathematical formulas or similar</b>	Image	*.jpeg *.jpg *.tif *.tiff	<ul style="list-style-type: none"> <li>• Recommended to add formulas as figures in the final figure list. Then reference to the formula can be made in the description.</li> </ul>
<b>Sequence lists</b>	Word processing formats	*.doc *.docx *.odt *.fodf	<ul style="list-style-type: none"> <li>• Coded text</li> <li>• Still not structured other than in visual form (table)</li> <li>• High risk of loss of content when converting to database</li> </ul>

<b>NB!</b> Sequence lists in other formats that ST.26 (XML) will not be allowed after 1 <sup>st</sup> of January 2022. See recommendations above.	PDF	*.pdf *.tiff *.tif	<ul style="list-style-type: none"> <li>PDF can be text coded but will still be processed with OCR and manual control.</li> <li>Maximum risk of loss when reproducing information.</li> </ul>
---	-----	--------------------------	--

## 4. Other types of inquiries and letters

Recommended for purposes	File type	File ending	Comments/recommendations
<b>All letters and documents with text, with or without graphics, figures and illustrations</b>	Adobe PDF	*.pdf	<ul style="list-style-type: none"> <li>Only PDF/A is recommended (can be managed at creation from the author of the text)</li> <li>Alternatively, PDF v 1.6, 1.7 and 1.8</li> <li>Important! Can't contain animations, audio and other multimedia objects.</li> </ul>
<b>All documents and attachments with information, tables and lists of information to be copied, processed, commented, modified or stored in database</b>	Microsoft Office Word	*.docx	<ul style="list-style-type: none"> <li>Coded text</li> <li>Highest degree of treatment ability. Can be directly converted to international standard XML for international announcement and sharing.</li> <li>Automatic archiving to PDF/A</li> </ul>
	Open Office	*.odt, *.fodf	<ul style="list-style-type: none"> <li>Coded text. Next highest degree of treatment ability.</li> <li>Requires additional conversion for international standard XML</li> <li>Automatic archiving to PDF/A</li> </ul>
	Spreadsheet	*.xls *.xlsx *.ods *.fods	<ul style="list-style-type: none"> <li>Microsoft Office or Open Document spreadsheet formats</li> <li>Can be archived after lossless conversion to PDF.</li> </ul>
<b>Figure formats for insertion in text documents and or as a separate file</b>  <i>NB: New images for new applications must obey to the specification of the application</i>	No loss of content: Tagged Image File format	*.tif *.tiff	<ul style="list-style-type: none"> <li>Recommended black and white (1 bit) only, minimum 600dpi, according to ccitt g4 (international standard). High resolution gives sharper lines.</li> <li>Alternatively, in grayscale in LZW lossless conversion. Must be converted for publication that will result in loss of visual quality.</li> </ul>
	Compressed: JPEG	*.jpg *.jpeg *.jfif	<ul style="list-style-type: none"> <li>Recommended black and white (1 bit) minimum 600dpi.</li> <li>Alternatively, in grayscale: must be converted for publication that will cause loss of visual quality.</li> <li>Colors will result in great loss of visual quality</li> </ul>
	PDF	*.pdf	<ul style="list-style-type: none"> <li>Only PDF/A is recommended (can be managed at creation from the author of the text)</li> <li>Alternatively PDF v 1.6, 1.7 and 1.8</li> </ul>
<b>Audio</b>			<ul style="list-style-type: none"> <li>See «new trademark application»</li> </ul>
<b>Video/multimedia/3D</b>			<ul style="list-style-type: none"> <li>See «new trademark application»</li> </ul>