CREATING YOUR RENEWAL FEE PAYMENT FILE:

HOW TO USE AN XML FILE

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INPI

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INSTITUT NATIONAL
DE LA PROPRIÉTÉ
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GENERAL INFORMATION

The new interface allows you to create your detailed renewal fee payment file with reliable information before payment is finalised. Based on the data uploaded with your XML file (patent number or SPC number and filing date), the interface performs checks and searches our database to provide you with information regarding the payment due for each patent or SPC.

In order to avoid incorrect payments, most of this information cannot be changed and will constitute your final payment file. It should be noted that payment lines may only be added and/or modified in certain cases as a result of the status of the patent/SPC concerned.

Incorrect payment lines cannot be taken into account as is; you will have to create new payment lines with the correct information, using the entry fields on the screen.

N.B.: If the information provided by the INPI database appears incorrect, we advise you to make the payment and to submit an adjustment request at a later stage.

WHAT IS AN XML FILE?

XML stands for eXtensible Markup Language and is like an improved HTML language used to create tags. These tags (or "markups") allow you to encode documents in a specific format.

CREATING AND UPLOADING YOUR XML FILE

If you want to use the XML format, you can upload XML files that you have already filled in.

In order to know what format is required, the DTD (document type definition or declaration) format is available.

N.B.: If the document is not in the correct format, it will be rejected.

The XML file to be uploaded must be encoded using UTF8.

How to create your renewal fee payment file

It is recommended that your XML file **does not exceed 1,000 payment lines** (approx. 1 MB).

If you want to include more than 1,000 lines, it is better to create several payment files.

▶ Required data for each patent/SPC line

The data **expected** for each patent/SPC are as follows:

- **document-id lang**: EN or FR
- **country**: EP for a European patent and FR for a French patent or SPC
- **doc-number**: patent number
    for European patents = publication No. (NNNNNNN)
    for French patents = filing No. (YYNNNNN)
- **date:** filing date
    The date field must be filled in with the filing date of the patent or SPC or the filing date of the divisional patent application in order to ensure consistency with the patent/SPC number and to avoid incorrect payments.
    If the date entered in this field does not correspond to the filing date recorded in our database for the number entered, the payment line cannot be included in the payment list.

N.B.: If the number and filing date are not entered or are incorrect for a patent/SPC, payment cannot be made for the latter.

The fields below are **optional**:

- **file-reference-id**: your reference for the entire payment file
- **owner**: payment line reference

    The "OWNER" field may contain a reference that you have chosen to identify the payment line that is not necessarily information relating to the holder. Note that this criterion can be used for sorting.

Example of an XML file:

```xml
<?xml version="1.0"?> <batch-payment date-produced="" dtd-version="" ro=""> <header> <sender> <name name-type="legal">Nom du cabinet</name> <registered-number/> </sender> <send-date>20150613</send-date> <mode-of-payment currency="EUR" payment-type="deposit"> <deposit-account> <authorization> <total-fee/> <deficiency-credit/> </authorization> <account-no>numéro de compte client</account-no> </deposit-account> </mode-of-payment>

<!-- référence interne du paiement sur 30 caractères maximum -->

<payment-reference-id>ma référence pour ce paiement</payment-reference-id> </header> <detail>

<!-- exemple brevet français -->

<fees> <document-id lang="EN"> <country>FR</country> <doc-number>0000001</doc-number> <date>20000404</date> </document-id> <file-reference-id>identifiant du fichier</file-reference-id> <owner>reference ligne paiement</owner> </fees>

<!-- exemple brevet européen -->

<fees> <document-id lang="EN"> <country>EP</country> <doc-number>0000003</doc-number> <date>20000405</date> </document-id> <file-reference-id>identifiant du fichier</file-reference-id> <owner>reference ligne paiement </owner> </fees>
```

<!-- exemple CCP -->

```
<fees>  <document-id lang="EN">  <country>FR</country>  <doc-number>00C0002</doc-number>
<date>20000405</date>       </document-id>       <file-reference-id>148347/0126</file-reference-id>
<owner> reference ligne paiement </owner>       </fees>  </detail>  <trailer>   <total-records>3</total-records>  </trailer> </batch-payment>
```
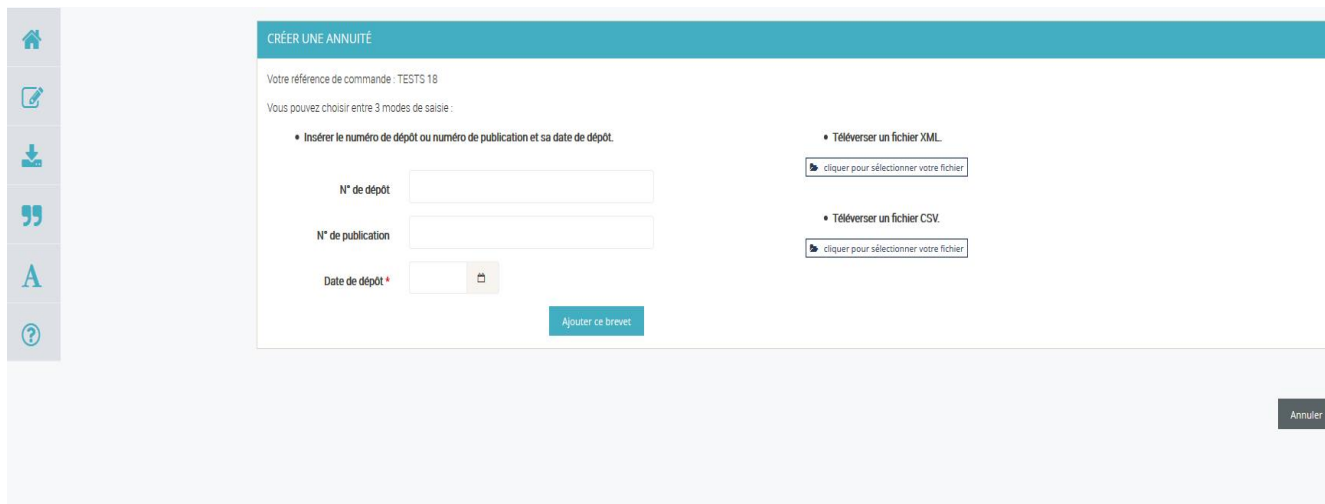
▶ Uploading your XML file

To select the XML file containing the data you wish to upload, click on the [🖿 cliquer pour sélectionner votre fichier] button under the "Upload an XML file" section.

N.B.: It may take several minutes for your file to be verified and uploaded.

Once your XML file has been uploaded, you can delete or add lines to the uploaded list, in certain circumstances.

You can also complete your list of payments by adding additional lines, using the entry fields on the screen or by importing another file.

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