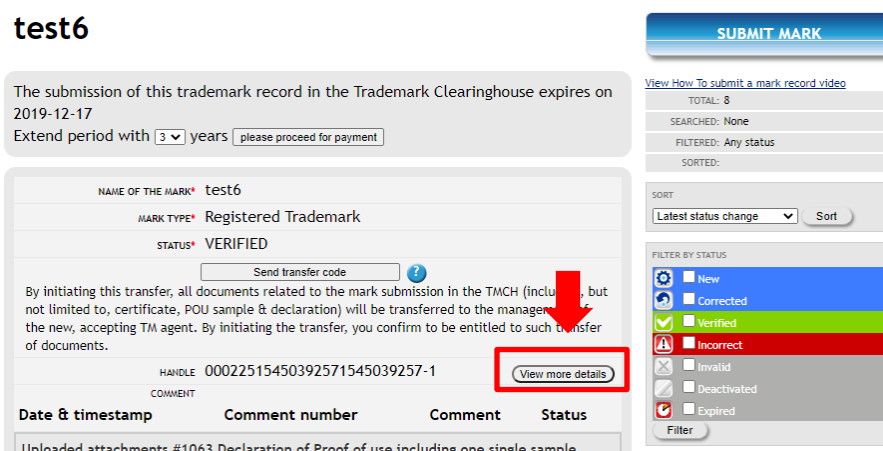


How to update the current Proof of Use of a verified trademark record with a valid Proof of Use

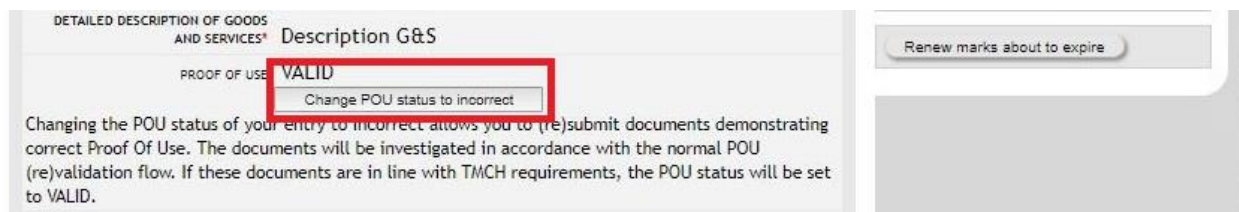
In case the current POU documents submitted no longer reflect the validity of the trademark, the TMCH allows Trademark Holders and Agents to update the POU documents through the “Mark Details” page.

This functionality concerns only verified trademark records with a valid Proof of Use and will be accessible by following the below steps. Note that only POU documents should be uploaded via the below explained functionality.

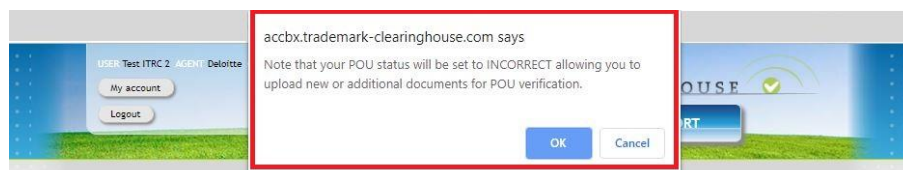
1. Navigate to the “Proof of Use” section on the trademark record details page by clicking on the “View more details” button.



2. Click the button “Change POU status to incorrect” below the POU status field.



3. Carefully read the pop-up message that appears.



4. Once confirmed, you will have the possibility to upload new POU documents. To edit the related information, you will need to follow the standard procedure. Please refer to our manual ([here](#)) for more information. Lastly, when you have uploaded the new Proof of Use documents note that these will be validated by the Trademark Clearinghouse via the standard procedures.