



*The Professional Association*

*Concerned with Patents,*

*Trade-marks, Copyright and*

*Industrial Designs*

*L'association professionnelle*

*en matière de brevets,*

*de marques de commerce,*

*de droits d'auteur et*

*de dessins industriels*

November 5, 2010

Stephanie Golden  
Trade-marks Branch  
Canadian Intellectual Property Office  
50 Victoria Street,  
Place du Portage II  
Gatineau, QC K1A 0C9

**Re: Draft Practice Notice - Document Retention and Disposal**

Dear Ms. Golden:

The Intellectual Property Institute of Canada (IPIC) is pleased to respond to the request by the Canadian Intellectual Property Office (CIPO) for comments on the Draft Practice Notice entitled Document Retention and Disposal.

These comments were prepared by the IPIC members of the Joint Liaison Committee - Trade-marks and were reviewed, edited and approved by IPIC Council.

If we can be of further assistance, please do not hesitate to contact our executive director, Michel Gérin, at 613-234-0516 or [mgerin@ipic.ca](mailto:mgerin@ipic.ca).

Sincerely,

A handwritten signature in blue ink, appearing to read "Janet", with a long horizontal line extending to the right.

Janet Fuhrer  
President

c.c. Marijo Coates, Co-chair, Joint Liaison Committee - Trade-marks

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