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1. **Introduction**

All Mark Records in the Trademark Clearinghouse are protected for a certain duration. If the protection duration has come to an end the Trademark Holder or Trademark Agent will receive 3 e-mail notifications, the first notification will be sent out 60 days before the expiration date, the second notification 30 days before the expiration date and the final notification 10 days after the expiration date. If you are using the API the aforementioned notifications will be retrievable via polling.

Mark record renewal will give the Trademark Agent or Trademark Holder the option to prolong the protection duration for 1, 3 or 5 years.

Trademark Holders will also receive an e-mail when their mark records are about to expire, with a personalized link that will allow the users to renew their mark records without signing into the TMCH.

2. **How to renew a Mark Record**

2.1. **Step 1: Select your Mark Record**

Select the Mark Record you would like to renew.

![Mark overview](image)

2.2. **Step 2: Choose protection duration**

Select the period for how long you would like to prolong the protection duration, one or three years and click “proceed for payment”.
2.3. Step 3: Review your order

Review your order and click “submit all”.

2.4. Step 4: Payment

After submitting the order you will need to pay the renewal fee, either via your pre-payment account or via credit card.