

What to submit in an i-Envelope?

You can use your i-Envelope to record an assortment of items.

For example:

- an agreement;
- a brochure;
- a concept;
- a design;
- a document;
- a drawing;
- a format;
- an idea;
- an invention;
- a model;
- a movie script;
- a process;
- a painting;
- a photograph;
- software;
- a song;
- a slogan or a catchphrase;
- and more;

You may visit our office, where one of our team members can assist you if you are not sure if your idea or creation could or should be saved in an i-Envelope. BIP SXM observes strict confidentiality.



www.bip.sx



i-Envelope INFORMATION

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What is an i-Envelope?

The i-Envelope is a legal means of proof that issues a time and date stamp. It allows you to prove that your idea or creation already existed on a certain date and time. The date stamp issued by BIP SXM can be compared to the date stamp of the tax inspectorate. You can use your i-Envelope to record almost anything on paper, a CD or a USB-stick.

Why file an i-Envelope?

Exclusivity to an idea or creation is derived from your intellectual property right, your copyright. Copyright exists automatically by law when you create something original. No formalities or registration is required, however proving something that's not registered or recorded anywhere can be a challenge.

Therefore, having an i-Envelope recorded at BIP SXM may be quite useful: if somebody else claims the creation is his or hers, your i-Envelope will allow you to disprove that claim.

Who can file an i-Envelope?

Anyone can file an i-Envelope at BIP SXM. You can be an artist, a writer, a musician, a software developer, a poet, an inventor, a professional, a graphic designer, an architect, a cartoonist, a choreographer, a cinematographer, a fashion designer, a screenwriter and the list goes on. Regardless of your art form it is important for you to be able to prove that you came up with the idea.

When do you use an i-Envelope?

Abstract ideas, such as the idea of a website for affordable short term (vacation) accommodations, cannot be protected but the concrete result of such an idea sometimes can. If you wait until your idea or creation is fully worked out or implemented, you may lose the ability to claim you were first. An i-Envelope can be a useful tool to provide evidence in case of a conflict or dispute because it allows you to prove that your idea or creation already existed on a certain date. Be aware that the fact you have recorded your idea in an i-Envelope does not mean that you hold an exclusive right or monopoly on that idea.

What is the price of an i-Envelope?

The i-Envelope is an excellent, affordable, reliable, fast and easy method for recording your idea(s). The fee for an i-Envelope is Naf 200,- for a period of ten years. As per the request of the i-Envelope holder a certified copy may be issued by the Bureau for an additional fee of Naf 100,-

How to submit an i-Envelope?

You can receive and submit your i-Envelope at BIP SXM by visiting our office. The i-Envelope will be handed to you once we have received your payment via Wire transfer. The banking information will be handed or e-mailed to you upon request. The i-Envelope contains two compartments. In each compartment, place an identical document (by means of paper, CD, USB-stick or other means) that describes your idea or creation as clearly as possible. Then return both compartments to BIP SXM. At BIP SXM your i-Envelope will be dated upon receipt. Both compartments will receive a seal and date stamp. One compartment will be returned to you, and the other will be stored in our archive. You have a one-time only right to ask us to produce this second compartment as a means of evidence, for example, in the case of a dispute. Your i-Envelope maintains its value of proof as long as both compartments remain sealed.

However, be aware that the i-Envelope does not offer any intellectual property right since copyright is established automatically by law. Having recorded evidence of your authorship at BIP SXM can be extremely essential in the event of a (legal) dispute. It can serve as evidence in and out of court in the event of a dispute between potential partners or even strangers.