



The Presiding Judge of the Central Division Section Munich

Order for the organisation of oral hearings (Rule 111 RoP)
Valid from May, 14 2024

Düsseldorf, May 14 2024

**Order for the organisation of oral hearings of
the Central Division Section Munich**

May 14 2024

The Presiding Judge of the Central Division Section Munich hereby issues the following order pursuant to Rule 111 of the Rules of Procedure

ORDER FOR THE ORGANISATION OF ORAL HEARINGS

Part 1: Conduct of the oral hearing

1. Oral hearings of the Central Division Section Munich regularly take place in Courtroom 3 in the building of the Federal Patent Court, Cincinnatistraße 64, 81549 Munich. In some cases, the oral hearing takes place in Courtroom 1. Oral hearings are generally open to the public, unless the public is excluded in individual cases.
2. A total of 20 reserved seats are available in the Courtroom 3 for the parties and their legal and patent attorney representatives. In principle, the claimant and the defendant are entitled to 10 seats each. The right to make different arrangements in individual cases is reserved. In Courtroom 1 a total of 26 seats are available for the parties and their representatives. In principle, the claimant and the defendant are entitled to 14 seats each.
3. Unless otherwise decided in the individual case, a list of the names of the participants in the hearing must be sent to the Sub-Registry of the Central Division Section Munich by email to the address contact_munich.ctl@unifiedpatentcourt.org at the latest on the fifth working day before the oral hearing, quoting the subject line "List of participants in the hearing [claimant or defendant or intervening party] - oral hearing on ... [date]".
4. In the case of larger teams, it is recommended to request (partial) participation via video conference. Other parties involved in the proceedings may be admitted as part of the audience.
5. A maximum of 18 seats are available for the audience in Courtroom 3. A further maximum of 30 seats are available in Courtroom 4 if required. The proceedings in the courtroom will be broadcast there in sound and vision (overflow room). When the oral hearing takes place in Courtroom 1, 24 seats are available for the audience.

6. Where there is great public interest in the oral hearing, it may not be possible to accommodate all those wishing to attend the oral hearing as members of the public and/or media representatives. Seating will therefore be organised as follows:

- a. From the max. 18 audience seats in Courtroom 3, 5 and of the max. 30 audience seats in Courtroom 4, a further 2 are reserved for media representatives. If the hearing takes place in Courtroom 1, 5 of the 24 available public seats are reserved for the media representatives. Seating for media representatives will be allocated and accredited as set out in Part 2 of these Regulations.

Any seats not allocated to media representatives at the end of the accreditation procedure will be available as additional general seats for the public on the day of the oral hearing.

- b. Members of the public will be admitted to the courtroom on a first-come, first-served basis by the staff of the Federal Patent Court or the members of the Sub-Registry of the Central Division Section Munich in the order in which they arrive at the Courtroom. The public will first be admitted to Courtroom 3, then to Courtroom 4. In the event that the hearing takes place in Courtroom 1, the public will be granted access to this courtroom in accordance with the above.
- c. It will be only possible to move from a seat in Courtroom 3 to a vacant seat in Courtroom 4 or vice versa during the breaks in the oral hearing and only on the individual instructions of the members of the Sub-Registry of the Central Division Section Munich or staff of the Federal Patent Court.
- d. The staff of the Federal Patent Court shall decide at their own discretion whether members of the public who have not been allocated a seat in Courtroom 3 or in Courtroom 4 and who wish to wait for a seat become available may remain in the building for that purpose. Members of the public who have not been allocated a seat are not permitted to remain in Courtroom 3 or in Courtroom 4. In particular, standing or sitting on the floor or tables is also prohibited.

7. The entrance to the Court is open 24 hours a day. Courtroom 3 and, if necessary, Courtroom 4 or Courtroom 1 will be open 30 minutes before the start of each oral hearing. Seats must be taken up to 15 minutes before the start of the oral hearing.

It is pointed out that an entry check will be carried out and that it is necessary to have an ID-Card.

8. Seats will be reserved for the media representatives in Courtroom 3 and the Courtroom 4 or in Courtroom 1 on the basis of the accreditation procedure.

Seats not taken on time may be allocated to other interested parties (other media representatives or members of the public) by staff members of the Federal Patent Court or the Central Division Section Munich.

9. Video and audio recording during the oral hearing or streaming of the oral hearing is prohibited. This also applies to the audio and video signal that is transmitted to Courtroom 4 or sent as a videoconference signal.
10. Prior to the start of the oral hearing, photographers and cameramen will be allowed to remain in Courtroom 3 or – if used – in Courtroom 1 for a short time – without a seat ticket – until they are called to cover the oral hearing in the usual way.
11. Parties to the case are reminded that the audience seats are located behind the seats for the parties to the proceedings. It is recommended that appropriate precautions be taken to prevent the disclosure of confidential information (e.g. screen protectors for laptops).
12. Participants in the hearing are informed that a videoconference may be held in Courtroom 3, but that the image and sound would still be transmitted to Courtroom 4. In addition, in accordance with Rule 115(2) of the Rules of Procedure, the sound would be recorded in Courtroom 3 or – if used – in Courtroom 1.

Part 2: Implementation of the accreditation procedure

1. Media representatives may only apply for accreditation by sending an email to the email address of the Central Division Section Munich contact_munich.ctl@unifiedpatentcourt.org with the subject line "Allocation of Press Tickets - Oral Hearing on [insert date]" and enclosing a valid press card or other proof of media status.
2. Applications for accreditation received by any other means (e.g. by fax, letter or email) will not be considered and will not be forwarded.
3. No separate form is required for accreditation. Accreditation will take place on the Monday of the week before the hearing from 9.00 am to 11.00 am. If this day is a public holiday, accreditation will take place on the following working day.
4. Requests for accreditation received before the start or after the deadline will not be considered. If an oral hearing is scheduled to take place over several days, accreditation must be granted separately for each day.
5. Seats will be allocated in the order in which accreditation requests are received by the staff of the Sub-Registry of the Central Division Section Munich. The seats for Courtroom 3 will be allocated first, followed by seats for Courtroom 4.

6. Each media or press organisation may bring any number of people with them for accreditation. However, they will only be entitled to one seat ticket.
7. Accredited persons may not transfer their seat or their right to seat.
8. The result of the accreditation procedure will be announced separately by the members of the Sub-Registry of the Central Division Section Munich no later than 1.00 pm on the Thursday of the week preceding the hearing. If Thursday is a public holiday, the announcement will be made on the following working day (excluding Saturdays).

Part 3: Implementation rules

1. The staff of the Sub-Registry of the Central Division Section Munich and the staff of the Federal Patent Court shall be entrusted with the execution of this order.
2. The Presiding Judge reserves the right to make changes at short notice and to deviate from individual instructions.

Düsseldorf, May 14 2024

Voß
Presiding Judge