

NOTICE:

**IN OUR CONTINUING EFFORT TO PROVIDE
EFFICIENT AND PROMPT SERVICE, WE HAVE
ESTABLISHED A SECOND FAX LINE TO BE USED
SPECIFICALLY FOR THE FOLLOWING:**

**FILING UCC DOCUMENTS AND
REQUESTING COPIES OR LEGAL EXISTENCES**



**UCC FAX FILING NUMBER:
(860) 509-6057**

**NOTE: FAILURE TO USE THE APPROPRIATE LINE
MAY RESULT IN A DELAY IN THE PROCESSING
OF YOUR DOCUMENT.**

**THE CORPORATE FAX FILING NUMBER REMAINS
THE SAME:
(860) 509-6069**

**THANK YOU
COMMERCIAL RECORDING DIVISION**

**SECRETARY OF THE STATE
FAX FILING SERVICE REQUEST
DOCUMENT REVIEW FAX NO. (860) 509-6069
UCC/CERTIFICATION UNIT FAX NO. (860) 509-6057**

IMPORTANT NOTE: ILLEGIBLE FAX FILINGS ARE SUBJECT TO REJECTION. Verification of filing will appear on our website, www.concord.sots.ct.gov. Confirmation cannot be given via fax or telephone.

Number of Pages including transmittal sheet: _____

Business Name: _____

REQUESTING PARTY'S INFORMATION:

Name: _____

Address: _____ / _____

Contact Person Telephone #: () _____

INDICATE TYPE OF SERVICE REQUESTED:

Expedited Service (Extra \$25.00 per transaction)
(Expedited requests will be completed within 24hrs from the time received by this office)

Please Check this box if you will be picking up in our office.
(Documents not picked up by the close of business will be mailed).

Non-Expedited Service

Confirmation

Certified Copy

Plain Copy

Legal Existence

Please specify the name of the document copy being requested:

Express

Short

Long

(By indicating a Customer ID or credit card #, you are hereby authorizing debit of the account/charge of credit card).

Customer ID: _____

REQUIRED INFORMATION FOR CREDIT CARD TRANSACTIONS, VISA or MASTERCARD ONLY.

16 Digit Credit Card #: _____ **Expiration Date:** _____ / _____
Month Year

Total Charge: _____

BILLING INFORMATION (for cardholder if different than requesting party)

Name: _____

Address: _____ / _____
(Street, Town, State) (Zip)

Please Note: Sending a Fax to the wrong phone number may result in a delay in processing your request.