



SECRETARY OF THE STATE OF CONNECTICUT

MAILING ADDRESS: COMMERCIAL RECORDING DIVISION, CONNECTICUT SECRETARY OF THE STATE, P.O. BOX 150470, HARTFORD, CT 06115-0470

DELIVERY ADDRESS: COMMERCIAL RECORDING DIVISION, CONNECTICUT SECRETARY OF THE STATE, 30 TRINITY STREET, HARTFORD, CT 06106

PHONE: [860-509-6003](tel:860-509-6003)

WEBSITE: business.ct.gov

Email: bsd@ct.gov

REQUEST FOR CERTIFICATES / LEGAL EXISTENCE - [Accessible Version Available](#)

USE INK. COMPLETE ALL SECTIONS. PRINT OR TYPE. ATTACH 8 1/2 X 11 SHEETS IF NECESSARY.

FILING PARTY (Confirmation / Certificates) Will Be Sent To This Address:

NAME:

ADDRESS:

CITY:

STATE:

ZIP CODE:

EMAIL:

TELEPHONE NUMBER:

BUSINESS NAME (Enter Name Exactly As It Appears On Our Records) OR **BUSINESS I.D.#:**

| <u>BE CERTAIN YOU CHECK THE CORRECT BOX</u> | <u>ROUTINE</u> (Completed within 3-5 business days) | <u>EXPEDITED</u> (Completed within 24 business hours) |
|---|---|--|
| 1. CORPORATIONS EXPRESS CERTIFICATE OF LEGAL EXISTENCE SHORT FORM CERTIFICATE (REFLECTS ALL NAME CHANGES) LONG FORM CERTIFICATE (DOMESTIC ONLY) | <input type="checkbox"/> \$50.00 <input type="checkbox"/> \$80.00 <input type="checkbox"/> \$120.00 | <input type="checkbox"/> \$100.00 <input type="checkbox"/> \$130.00 {Cannot be expedited} |
| 2. LIMITED LIABILITY COMPANIES: EXPRESS CERTIFICATE SHORT FORM CERTIFICATE (REFLECTS ALL NAME CHANGES) LONG FORM CERTIFICATE (DOMESTIC ONLY) | <input type="checkbox"/> \$50.00 <input type="checkbox"/> \$50.00 <input type="checkbox"/> \$100.00 | <input type="checkbox"/> \$100.00 <input type="checkbox"/> \$100.00 {Cannot be expedited} |
| 3. LIMITED PARTNERSHIPS: CERTIFICATE OF LEGAL EXISTENCE | <input type="checkbox"/> \$50.00 | <input type="checkbox"/> \$100.00 |
| 4. LIMITED LIABILITY PARTNERSHIPS: EXPRESS CERTIFICATE SHORT FORM CERTIFICATE LONG FORM CERTIFICATE (DOMESTIC ONLY) | <input type="checkbox"/> \$40.00 <input type="checkbox"/> \$80.00 <input type="checkbox"/> \$120.00 | <input type="checkbox"/> \$90.00 <input type="checkbox"/> \$130.00 {Cannot be expedited} |
| 5. STATUTORY TRUSTS: EXPRESS CERTIFICATE SHORT FORM CERTIFICATE | <input type="checkbox"/> \$40.00 <input type="checkbox"/> \$80.00 | <input type="checkbox"/> \$90.00 <input type="checkbox"/> \$130.00 |
| 6. SPECIAL CERTIFICATES: CERTIFICATE EVIDENCING _____ (Specify type) NO RECORD | <input type="checkbox"/> \$50.00 <input type="checkbox"/> \$50.00 | <input type="checkbox"/> \$100.00 {Cannot be expedited} |

PAYMENT METHODS:

- Checks: make checks payable to "Secretary of the State".
- Credit Card: complete the following Credit Card Payment Authorization.

AMOUNT AUTHORIZED: \$_____

| <u>CREDIT CARD BILLING INFORMATION</u> (Failure to provide ALL Required credit card information will result in delay of processing): | |
|--|---|
| NAME: ADDRESS: CITY: STATE: ZIP CODE: | CARD NO.: EXPIRATION DATE: SECURITY CODE: SIGNATURE: X |