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File online or for more information: OhioBusinessCentral.gov

Prepayment Account Faxable Use Form

Form Must Be Typed

To: Secretary of State (614) 485-7045

Business:

Attn: Prepayment Fax Filings

Contact:

Pages (including this page):

Phone:

Date (MM/DD/YYYY):

Fax:

Re:

E-mail:

Check method of receiving certificate/copy orders:

- Pick up at Client Service Center Mail to address of Record

The following prepayment account number has been established with the Secretary of State's Office for the exclusive use of the above-named business. **Unauthorized use may result in cancellation of the filings processed.**

All faxed filings and certificate request forms must be typed.

Failure to use the Prepayment Faxable Use Form when submitting a prepayment filing may result in the rejection of your filing.

Secretary of State: Please process the filings submitted with this form, and charge the fee to the prepayment account number listed below.

Prepayment Account Number

Number of filings submitted

(Separate expedited and non-expedited filings and submit separately.)

Are all filings to be expedited? (check one) Yes No

Note: Reconciliation of account activity is the responsibility of the business establishing the account. Account information may be monitored via the internet at: OhioSoS.gov. SOS should be notified of discrepancies within 45 days of posting.