



DO NOT STAPLE

CERTIFICATE OF STATUS and SIMPLE/CERTIFIED COPYWORK

Sec. 182.01, Wis. Stats.

FORM **SP48/50**

**CAUTION: SERVICE FEES FOR CERTIFICATES AND/OR COPYWORK ARE NON-REFUNDABLE.
 PLEASE READ THE INSTRUCTIONS FULLY FOR EACH ITEM ORDERED**

Section A – Certificate of Status

Name of Entity Whose Status You Are Requesting:

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Verify entity status before ordering at www.wdfi.org; click on 'I Want to Search...'; then Corporate Records.

<input type="checkbox"/> This is to request a file search and issuance of a Certificate of Status or no record on the named entity. NOTE: One hardcopy certificate will be issued in Standard Format , unless an optional treatment is indicated below.	\$ 10.00
<input type="checkbox"/> Notarized for use in foreign country (_____) <div style="text-align: right; font-size: small;">(indicate country)</div>	
<input type="checkbox"/> List all corporate name changes	
<input type="checkbox"/> Long form, listing all charter documents	
<input type="checkbox"/> Other special language or remarks to be included in the Certificate of Status: (specify) _____	
If requesting multiple certificates, how many? _____ X	

OPTIONAL EXPEDITED SERVICE: + **\$ 25.00**

Total Fees for Certificate of Status	\$
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Section B - Certified or Simple CopyWork

Name of Entity Whose Record(s) You Are Requesting:

Notarized for use in foreign country (CERTIFIED COPY ONLY) _____
(indicate country)

**Verify available documents before ordering at www.wdfl.org by clicking on:
 'I Want to Search...', then Corporate Records.**

	Simple	Certified
Articles of Incorporation (or other organizational instrument or registration statement, as amended or restated. If the file contains a conversion/restated articles, the record will be supplied from the conversion/restated articles forward)	\$5.00 <input type="checkbox"/>	\$10.00 <input type="checkbox"/>
Single Document or ID Report (non-certified statement): _____ (specify document and filing date)	\$5.00 each <input type="checkbox"/>	\$10.00 each <input type="checkbox"/>
All Charter documents (The fee is calculated at \$10.00 for most recent conversion/restated articles (if any) forward; plus \$10.00 for each charter document filed before those restated articles.)	\$5.00 each <input type="checkbox"/>	\$10.00 each <input type="checkbox"/>
Latest Annual Report (if no annual report has been filed, that fact will be reported. SPECIAL NOTE: There are no annual reports for Limited or General Partnerships)	\$5.00 <input type="checkbox"/>	\$10.00 <input type="checkbox"/>
Additional Annual Reports for: _____ (Indicate the year(s) or range of years)	\$5.00 each <input type="checkbox"/>	\$10.00 each <input type="checkbox"/>

OPTIONAL EXPEDITED SERVICE: each document add add'l \$ 25.00
Identical multiple copy requests incur an expedited service fee for each copy.

Total Fees for Copywork (+ expedited fees if any) \$

GRAND TOTAL for Section A + Section B (and Expedited Service Fees) \$

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 PLEASE READ THE INSTRUCTIONS ON THE FOLLOWING PAGE FOR EACH ITEM ORDERED**

Certificate of Status – Certified/Simple Copy Request

▲ Please provide an email or postal mailing address for the copywork.

Your **phone number** during the day: _____

Submit only the relevant pages together with the calculated fee, PAYABLE TO DEPT. OF FINANCIAL INSTITUTIONS to Box 93348, Milwaukee WI, 53293-0348. Filing fee is **non-refundable**. If sent by Express or Priority U.S. mail: 4822 Madison Yards Way – North Tower (4th Floor) Madison WI 53705.

DELIVERY - Standard processing time is approximately ten working days, depending on volume. **Expedited Service** requests are acted upon by the close of business the first business day following the date of receipt. The materials will be sent to the requestor via US Mail to the address at the top of this page, unless other instructions are provided below. You may also order online at www.wdfi.org by clicking on 'I Want to Order...'

<input type="checkbox"/> for Pick Up at 4822 Madison Yards Way – North Tower (4th Floor) Name and Phone Number:			
<input type="checkbox"/> email address or fax number:			
For optional Express/Courier delivery service at your expense, provide your carrier's name and your account number.			
Carriers Name		Your Account Number	
Ship To Name		Phone Number	
Street Address			
City	State/Province	Country	Zip/Postal Code

INSTRUCTIONS

Page 1 (Section A) can be used to order a Certificates of Status for any entity on record with this office, or a No Record Certificate for names that do not appears on our records.

Page 2 (Section B) can be used to order Certified or Simple Copywork for any document on file with this office.

Please follow the instructions in each section to verify an entity status or to determine what documents will be available for ordering. If you order the wrong document or provide an incomplete name, you will forfeit the fee.

Complete the fee calculation for each section individually, then enter the grand total at the bottom of page 2, if ordering both Certificates of Status and Copywork.

If requesting Expedited Service (following business day) – calculate the expedited fee for each section individually.

RESEARCH TOOLS – Use the department’s on-line “Corporate Registration Information System” to search for and identify the entity on which you want information at www.wdfr.org, click on “Search Business Records.”

CHARTER DOCUMENTS – Charter documents consist of the domestic entity’s organizational instrument and subsequent articles of amendment, merger, conversion, dissolution, etc. No financial information appears in these documents, nor, generally, do they specify the type of business in which the entity is engaged.

FOREIGN (OUT-OF-STATE) ENTITIES – Contact the home state of the foreign entity for access to the entity’s charter documents.

If you have questions about completing this form, please contact our office at 608 261 7577 or email at DFICorporations@wisconsin.gov. Hearing impaired may call 711 for TTY.