



ALLSTATE CORPORATE SERVICES

Nationwide Corporate Filing & Research Services

Registered Agent & Registered Office Information

State laws governing corporations, limited partnerships, and limited liability companies generally mandate the appointment and maintenance of a Registered Agent and Registered Office. The purpose of the mandate is to ensure that each company should have an office where it may be found and a person on whom service can be affected for any notice or process in connection with litigation. Tax notices and other official communications from the Secretary of State or other government agencies may also be sent to the registered agent. Allstate Corporate Services Corp., an affiliate of Registered Agent Solutions, Inc., has been appointed to act as your registered agent by a member of your organization and/or your attorney or accountant. The state may revoke your company's authority to transact business if you fail to maintain a Registered Agent or Office. It is vitally important to the good standing of your company to ensure we have the correct addresses and contact persons on file.

In order to customize your account and better serve you, Allstate Corporate Services Corp. keeps three addresses on file for each company. This allows you the option of sending all communications to the same address or customizing your account to meet your needs. Please read below for an explanation of each address and fill out the form on the following page.

- 1. Main Address:** State Reports & Tax Notices as well as other official notices forwarded by the state to assist you in complying with state requirements will be mailed to this address and contact person.
- 2. Invoicing Address:** Annual Renewal Invoices for Registered Agent Representation Services will be mailed to this address and contact person.
- 3. Service of Process Address:** This is the address and contact person you designate to receive legal documents such as service of process. The documents will be forwarded by Federal Express. For this reason, a street address is necessary.

As part of your representation, Allstate Corporate Services Corp., an affiliate of Registered Agent Solutions, Inc., will act as Registered Agent and/or Registered Office for the Represented Company/Party listed on the attached form for the purpose of receiving Legal Process, Legal Matters, Tax Notices and other Official Correspondence at the designated address. We will follow commercially reasonable procedures for receiving and forwarding Legal Process, Legal Matters, Tax Notices and other Official Correspondence to the appropriate Contact addresses as listed.

Changes: In the event we are unable to contact you, you may miss the opportunity to respond to any claims resulting in a default judgment. For your protection, please immediately inform us of any change in address and/or contact information by completing and submitting the **Corporate Summary / Update Form** provided. Allstate Corporate Services Corp. is not responsible for any liability arising out of the failure of the Represented Company/Party to provide us with written notice of any changes.

Legal Process / Official Correspondence: If legal process or any other form of official correspondence is returned to us as undeliverable, we will return the legal process and/or official correspondence to the sender. Allstate Corporate Services Corp. is not responsible and shall be indemnified by the Represented Company/Party for any liability (including attorney fees) arising out of this Agreement. *Legal Process shall mean service of process or communication in connection with a legal proceeding under the terms of this Agreement.



**FAX BACK TO:
800-906-9880**

Allstate Corporate Services Corp.

REGISTERED AGENT REPRESENTATION SERVICE CORPORATE SUMMARY / UPDATE FORM

State laws require a Registered Agent to receive lawsuits and other legal documents where your company does business. A member of your organization and/or your attorney or accountant appointed Allstate Corporate Services to act as your Agent. The state may revoke your company's authority to transact business if you fail to maintain a Registered Agent or Office. To give you the very best in service and to keep our representation records for your company up-to-date, we need the information requested below.

COMPANY NAME

STATE OF FORMATION

DATE FORMED

TAX ID #

FISCAL YEAR END

LIST EVERY STATE YOUR COMPANY IS AUTHORIZED TO TRANSACT BUSINESS IN

LIST EVERY STATE THAT YOU WOULD LIKE US TO SERVE AS YOUR REGISTERED AGENT IN

MAIN ADDRESS

The Main Address should be the physical address of your Corporate Headquarters.

CONTACT NAME

PHONE NUMBER

EMAIL ADDRESS

ADDRESS

CITY

STATE

ZIP CODE

COUNTRY / OTHER ADDRESS INFORMATION

INVOICING ADDRESS

The Invoicing Address is the address to which new service and annual renewal invoices will be sent.

Use Main Address

CONTACT NAME

PHONE NUMBER

EMAIL ADDRESS

ADDRESS

CITY

STATE

ZIP CODE

COUNTRY / OTHER ADDRESS INFORMATION

SERVICE OF PROCESS ADDRESS

The Service of Process Address is the address to which any legal process received will be sent.

CANNOT BE A P.O. BOX

Use Main Address

CONTACT NAME

PHONE NUMBER

EMAIL ADDRESS

ADDRESS (NO POST OFFICE BOXES)

CITY

STATE

ZIP CODE

COUNTRY / OTHER ADDRESS INFORMATION

The undersigned represents that he/she is authorized to act on the above-listed company's behalf in requesting the updating of account information.

AUTHORIZED SIGNATURE

PRINT NAME & TITLE

DATE