

Alabama Secretary of State
Name Reservation Request

CORPORATIONS

Fax No. (334) 240-3138 Phone: (334) 242-5324

Date submitted: _____

Contact: _____

Telephone #: (_____) _____

FAX #: (_____) _____

\$10.00 Name Reservation Fee
(Mailed within 72 hours)

\$100.00 Additional Fee for
Expedite Service
(mailed within 24 hrs)

CREDIT CARD CHARGES

CHECK ONE VISA MASTERCARD DISCOVER AMERICAN EXPRESS
YOU HAVE MY AUTHORIZATION TO CHARGE MY CREDIT CARD FOR THIS SERVICE:

EXP. DATE _____

SIGNATURE _____

NAME AS IT APPEARS ON YOUR CREDIT CARD:

THE FULL MAILING ADDRESS WHERE YOUR CREDIT CARD BILL IS RECEIVED:

CITY

STATE

ZIP

METHOD OF RETURN

Messenger/Pickup

FedEx Acct.# _____

Regular Mail

Fax # (expedite only) _____

email address

INSTRUCTIONS: IN ORDER FOR US TO MEET YOUR EXPECTATION, PLEASE MAKE THE APPROPRIATE RESPONSE IN EACH BOX. AN INCOMPLETE REQUEST WILL CREATE A DELAY IN PROCESSING YOUR NAME RESERVATION. WE WILL ONLY PROCESS REQUESTS SUBMITTED WHICH ARE PRE-PAID WITH EITHER A CREDIT CARD OR CHECK. WE DO NOT PROCESS YOUR PAYMENT UNLESS THE NAME RESERVATION IS APPROVED. WE DO NOT CANCEL NAME RESERVATIONS AFTER THEY HAVE BEEN PLACED IN THE MAIL OR PICKED UP. PLEASE ADD THE APPROPRIATE "WORDS OF INCORPORATION," SUCH AS THE WORDS INCORPORATED OR CORPORATION, OR THEIR ABBREVIATIONS INC. OR CORP. REQUESTS FOR NAME RESERVATIONS USING THE WORDS "BANK" OR "TRUST" IN ANY FORM MUST BE ACCOMPANIED BY A NO OBJECTION LETTER FROM THE ALABAMA DEPARTMENT OF BANKING. ONLY ENGINEERS LICENSED BY THE ALABAMA BOARD OF ENGINEERS & LAND SURVEYORS ARE ALLOWED TO USE THE WORD "ENGINEER" OR ANY FORM OF THE WORD ENGINEER IN THE TITLE OF THEIR CORPORATION. ALL NAME RESERVATIONS THAT DO NOT RECEIVE APPROVAL ARE NOTIFIED WITHIN 48 HOURS.

County in which the corporation is to have its initial registered office _____ or

For use by a foreign corporation

Name requested: _____

Mail to: _____

Business/Firm name: _____

Mailing address: _____

City, State & Zip: _____

Special Instructions:

APPROVAL
CODE

Mail to: Secretary of State, Corporations Division, PO Box 5616, Montgomery, AL 36103