

State of Alabama
Office of the Secretary of State
334-242-7200

Physical Address:
770 Washington Avenue, Suite 580
Montgomery, AL 36104

Business Services – 334-242-5324
UCC – 334-353-0203

Mailing Address:
P.O. Box 5616
Montgomery, AL 36103-5616

Please specify the appropriate division by
inserting “Business Services” or “UCC”
with the mailing address.

Pre-Paid Account * Set Up Slip

Account Number: _____

Account Contact Person: _____

Telephone: _____

Address: _____

City/State/Zip: _____ , _____ _____

Agent / Service you would like to have authorization to use this account (optional):

Signature:

Date:

The minimum for setting up a pre-paid account is \$500.00 for UCC and \$1,500.00 minimum for Business Entities, payable only by check. The money must be debited for services to a zero balance and is non-refundable.

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