Secretary of State Credit Card or Prepaid Payment Option/Return/Hold Sheet: If you do not send an acknowledgement copy and a pre-addressed postage paid envelope with the filing or provide an email return on this form, you will not receive a credit card or prepaid account receipt from the Secretary of State's Office. Hold for pickup request will have the receipt attached. The document of record will be stamped showing the receipt of the filing fee but will not show convenience fees (generally these fees are between 2% and 5% of the total charge).

Information MUST be typed or filing will be returned without review.

Entity Name:_____

AL Entity ID #, required for all filings other than formation/registration: _____-_____ (ex: 000-000)

Service Requested: ___✔___$____.00 _____ filing fee
(MUST be completed.) **Fee Amt.** **Filing Type (or use the pymt. sheet on filing form)**

___☐___ **$100.00 Expedite fee**

Hold at Front Desk for Pick-up by:_____
(Service providers who run couriers for pick-up)
There is no notification service and there will not be a call for pick-up.

Return via email (only one email):_____
No paper copy will be sent if email is provided.

___☐___ Charge fees to prepaid account: Account Number_____
and Account Name_____

_____
Typed Name & Signature of Authorized Individual on Account

___☐___ Credit Card Type:_____(Visa, MC, Discover & AmEx)

Card Number:_____Expiration Mo/Yr.:____/_____ (MM/YY)

Card Holder Name:_____

Complete Billing Address:_____
Street or PO

_____
City State Zip

Signature of Card Holder:_____
MUST be Signature of Card Holder