

How to obtain your business summary listing

1. Go to <http://www.sos.state.co.us/>
2. Click on Businesses, trademarks, trade names this will take you to the Business Organization page
3. Under the Search & file section click on Search business database
4. Enter your business name and the select "search"
5. Find your business listing and click on the #ID Number
6. The next page will bring up a Summary Page that will look like the following:

Colorado
Secretary of State
Wayne W. Williams

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Search

Summary

Details			
Name	[REDACTED]		
Status	Good Standing	Formation date	04/07/2008
ID number	[REDACTED]	Form	Limited Liability Company
Periodic report month	April	Jurisdiction	Colorado
		Term of duration	Perpetual
Principal office street address	[REDACTED]		
Principal office mailing address	[REDACTED]		

Registered Agent	
Name	[REDACTED]
Street address	[REDACTED]
Mailing address	[REDACTED]

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7. To print this screen right click on the screen and select the print option

Here are a few other things to be aware of:

- If you have a trade name we must have the summary for both the Trade Name and Registrant Name.
- For us to accept this document the status must be "Good Standing"
- If the registered agent is not the person listed for the facility on the renewal or application then we must receive documentation that the person listed on the renewal or application is a member of the Company, Partnership or Corporation. If the person listed is an accountant, lawyer, or organization that assists with your paperwork please include the Articles of Incorporation for your business with your renewal or application.