

Types of Incorporation Records Found at the Archives

Indexes (1861-1975) - Since 1914 the Secretary of State's office periodically compiled indexes of their corporate legal filings. Besides referencing the original documents, these indexes provide valuable information concerning the legal history of businesses and incorporated organizations. The State Archives also has Ditch and Water (1862-1902); Mining and Milling (1863-1902); and Road Company indexes (1864-1899).

Recordings (1861-1957) - Legal actions regarding the status of corporations were recorded in volumes filed at the Secretary of State's office. The State Archives has custody of those volumes that span 1862-1957. The incorporation books contain chronologically arranged records, which may include the Articles of Incorporation; amendments to the Articles; name changes; Dissolution documents; and other legal instruments.

Filings (1861-1974) - The filings are compilations of the legal instruments that are recorded in the volumes. They are organized alphabetically by company name. The filings may contain the documents that are also on file in the Recordings including the Articles of Incorporation; Dissolution documents; and other legal instruments.

Annual/Biennial Financial Reports (1902-1975) - Businesses voluntarily filed a financial statement with the Secretary of State's office before 1912. Thereafter, annual or biennial reports were mandatory. If a company failed to file a report for two consecutive years, it was usually declared defunct and inoperative (D&I). Information found in the annual statements include the names and addresses of the officers and directors; whether or not the business was still engaged in active operation; and various statistics concerning its financial status.

Trademark Recordings (1877-1963) - The Trademark Recordings include a sample of the company's legal trademark; the date it was filed and by whom; and what the company produced in the way of merchandise or services under that trademark. An alphabetic index to these books exists on microfilm.