

FORM **BCA-5.25** (rev. Dec. 2014)
AFFIDAVIT OF COMPLIANCE
FOR SERVICE ON SECRETARY OF STATE
Business Corporation Act

Department of Business Services
501 S. Second St., Rm. 350
Springfield, IL 62756
217-782-6961
www.cyberdriveillinois.com

Payment must be made by check or money
order payable to Secretary of State.

Filing Fee: \$10

File #: _____ Approved: _____

_____ **Submit in duplicate** _____ **Type or Print clearly in black ink** _____ **Do not write above this line** _____

1. Title and Number of Case:

_____ first named plaintiff
V. _____ first named defendant
Number: _____

2. Name of corporation being served: _____

3. Title of court in which an action, suit or proceeding has been commenced: _____

4. Title of instrument being served: _____

5. Basis for service on the Secretary of State: (check and complete appropriate box)

- a. The corporation's registered agent cannot with reasonable diligence be found at the registered office of record in Illinois.
- b. The corporation has failed to appoint and maintain a registered agent in Illinois.
- c. The corporation was dissolved on _____, _____; the conditions of paragraphs (a) or (b) above exist; and the action, suit or proceeding has been instituted against or has affected the corporation within five (5) years thereafter.
Month Day Year
- d. The corporation's authority to transact business in Illinois has been withdrawn/revoked (circle one) on _____, _____.
Month Day Year
- e. The corporation is a foreign corporation that has transacted business in Illinois without procuring authority, contrary to the provisions of the Business Corporation Act of 1983.

6. Address to which the undersigned will cause a copy of the attached process, notice or demand to be sent by certified or registered mail: _____

7. The undersigned affirms, under penalties of perjury, that the facts stated herein are true, correct and complete.

Signature of Affiant ()

Month Day Year

Telephone Number

Return to (please type or print clearly):

Name

Street

City/Town State Zip

INSTRUCTIONS

Deliver to the Secretary of State:

1. Copy of process, notice or demand;
2. Copy of any papers to be served therewith;
3. Affidavit of Compliance for Service on Secretary of State; and
4. \$10 fee.

This affidavit will be stamped with the date of filing and returned to the affiant as the only proof of filing.

After proof of filing has been received, transmit to the corporation being served by CERTIFIED or REGISTERED mail:

1. Copy of process, notice or demand;
2. Copy of any papers to be served therewith;
3. Copy of filed Affidavit of Compliance for Service on Secretary of State.

Transmittal to the corporation being served shall be:

1. At the last registered office of the corporation as shown on the records of the Secretary of State;

AND

2. At such address the use of which the person instituting the action, suit or proceeding knows, or on the basis of reasonable inquiry has reason to believe, is most likely to result in actual notice.