



DO NOT STAPLE

FORM **48**

**CERTIFICATE OF STATUS and CERTIFIED COPYWORK**

Sec. 182.01, Wis. Stats.

**CAUTION: SERVICE FEES FOR CERTIFICATES AND/OR COPYWORK ARE NON-REFUNDABLE.  
 PLEASE READ THE INSTRUCTIONS FULLY FOR EACH ITEM ORDERED**

**Section A – Certificate of Status**

**Name of Entity Whose Status You Are Requesting:**

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Verify entity status before ordering at [dfi.wi.gov](http://dfi.wi.gov); click on 'Business Entity Search'; under Business Services.

<input type="checkbox"/> This is to request a file search and issuance of a <b>Certificate of Status</b> or no record on the named entity. <b>NOTE:</b> One hardcopy certificate will be issued in <b>Standard Format</b> , unless an optional treatment is indicated below.	<b>\$ 10.00</b>
<input type="checkbox"/> <b>Notarized for use in foreign country</b>	
<input type="checkbox"/> List all corporate name changes	
<input type="checkbox"/> Long form, listing all charter documents	
<input type="checkbox"/> Other special language or remarks to be included in the Certificate of Status: (specify) _____	
If requesting multiple certificates, how many? _____ X	

**OPTIONAL EXPEDITED SERVICE:** + **\$ 25.00**

<b>Total Fees for Certificate of Status</b>	<b>\$ _____</b>
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## Section B - Certified or Simple Copy Order

**Name of Entity Whose Record(s) You Are Requesting:**

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**Notarized for use in foreign country**

Verify available documents before ordering at [dfi.wi.gov](http://dfi.wi.gov) by clicking on: 'Business Entity Search', under Business Services.

	<b>Certified</b>
<b>Articles of Incorporation</b> (or other organizational instrument or registration statement, as amended or restated. If the file contains a conversion/restated articles, the <b>record</b> will be supplied from the conversion/restated articles forward)	<b>\$10.00</b> <input type="checkbox"/>
<b>Single Document or ID Report (non-certified statement):</b>  <hr style="width: 60%; margin: 0 auto;"/> (specify document and filing date)	<b>\$10.00 each</b> <input type="checkbox"/>
<b>All Charter documents</b> (The fee is calculated at \$10.00 for most recent conversion/restated articles (if any) forward; plus \$10.00 for <b>each</b> charter document filed before those restated articles.	<b>\$10.00 each</b> <input type="checkbox"/>
<b>Latest Annual Report</b> (if no annual report has been filed, that fact will be reported. <b>SPECIAL NOTE:</b> There are <b>no annual reports</b> for General Partnerships)	<b>\$10.00</b> <input type="checkbox"/>
<b>Additional Annual Reports for:</b>  <hr style="width: 60%; margin: 0 auto;"/> (Indicate the year(s) or range of years)	<b>\$10.00 each</b> <input type="checkbox"/>

**OPTIONAL EXPEDITED SERVICE:** each document add additional \$ 25.00

**Identical multiple copy requests incur an expedited service fee for each copy.**

<b>Total Fees for Copywork (+ expedited fees if any)</b>	\$ _____
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<b>GRAND TOTAL for Section A + Section B (and Expedited Service Fees)</b>	\$ _____
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**CAUTION: SERVICE FEES FOR CERTIFICATES AND/OR COPYWORK ARE NON-REFUNDABLE. PLEASE READ THE INSTRUCTIONS ON THE FOLLOWING PAGE FOR EACH ITEM ORDERED**

**Contact Information:**

Name		
Mailing Address		
City	State	Zip Code
Email Address		Phone Number

**INSTRUCTIONS**

Please use BLACK ink. Submit one original to State of WI-Dept. of Financial Institutions, Box 93348, Milwaukee WI, 53293-0348, together with a check for the calculated request fee payable to the Department of Financial Institutions. (If sent by express or priority U.S. mail, please mail to State of WI-Dept. of Financial Institutions, Division of Corporate and Consumer Services, 4822 Madison Yards Way, 4th Fl., North Tower, Madison WI, 53705.) If requesting optional expedited service, please check the expedited service box in the upper-right corner of the first page and include additional fees. Service request fees are non-refundable. This document can be made available in alternate formats upon request to qualifying individuals with disabilities. If you have any questions, please contact the Division of Corporate & Consumer Services at 608-261-7577 (hearing-impaired may call 711 for TTY) or by email at [DFICorporations@dfi.wisconsin.gov](mailto:DFICorporations@dfi.wisconsin.gov).

**Section A.** can be used to order a Certificates of Status for any entity on record with this office, or a No Record Certificate for names that do not appears on our records.

**Section B.** can be used to order Certified Copywork for any document on file with this office.

Complete the fee calculation for each section individually, then enter the grand total at the bottom of page 2 if ordering both Certificates of Status and Copywork.

If requesting Expedited Service (following business day after receipt) – calculate the expedited fee for each section individually.

Please follow the instructions in each section to verify an entity status or to determine what documents will be available for ordering. If you order the wrong document or provide in incomplete name, you will forfeit the fee.

<input type="checkbox"/> for <b>Pick Up at 4822 Madison Yards Way – North Tower (4<sup>th</sup> Floor)</b>	
<input type="checkbox"/> sent to the <b>contact email address</b>	
For optional Express/Courier delivery service at your expense, provide your carrier’s name and your account number.	
Carriers Name	Your Account Number
Ship To Name	Phone Number
Street Address	

City	State/Province	Country	Zip/Postal Code
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