

30 Minute Service

We are pleased to announce that effective October 1, 2009, the Division of Corporations will begin allowing on-line registered agents to offer a 30-minute upgrade to our existing one-hour (“Priority 1”) service. The fee for this service will be an incremental \$500 premium above the current 1-hour fee of \$1,000.

This service will not be advertised by the Division of Corporations and will be exclusively offered through our network of online registered agents.

The 30 minute service offering (coded as priority “0” within the DCIS system) will allow on-line agents to request that the Division process a filing request within a 30 minute time window on a “best efforts” basis. The Division will guarantee that 30-minute requests will move ahead of all other service requests in the queue. The Division will make every effort to complete the filing process in 30 minutes. However, the Division will not guarantee completion within 30 minutes. If we successfully meet the 30 minute timeline, the requestor will be assessed the premium fee of \$500. If we do not meet the 30 minute timeline, the requestor will not pay a premium and will only be responsible for and subject to established one hour fees and procedures.

As is the policy with Priority 1 and 2 service, the clock will stop if the filing is suspended to customer service.

Cut off time for 30 minute service will be 9:00 p.m. eastern standard time.

The 30 minute service is separate and distinct from and does not replace the Global Filing policy. The fee for Global Filings will remain at \$1000.

The Division will accept all document types for 30-minute filing requests with the exception of preclearances and banks. However, online agents are advised (and should advise their clients) that the likelihood of meeting the 30 minute filing timeframe will be greatly enhanced for documents that meet the following conditions:

- The document is precleared with a clear letter.
- The document precleared is the document being submitted.
- A notation is made on the memo regarding the fact that the document was precleared.
- All Franchise Taxes and Annual Reports are paid and filed in advance.
- All entities are in good standing prior to submitting 30 minute filing(s). (Excluding Renewals)
- The document does not exceed 50 pages.
- Live communication takes place between the submitting agent and Division personnel through our cash management or filing sections to make us aware that a 30 minute filing is on its way.
- For multiple part document filings, the time frame is 30 minutes per filing.
- The document type is one that is listed below:
 - New Entities of any type
 - Amendments
 - Restated Certificate of Incorporation
 - Mergers with five (5) or fewer entities
 - Renewals
 - Conversions

- Domestications
- Cancellations
- Dissolutions
- Change of Registered Agents/Office
- Resignations
- Designations
- Corrections
- Terminations/Amendments (Effective dates)
- The document type is not one of the following:
 - Blanket Change of Registered Agent/Office
 - Retirements
 - Consolidations