

Provide Input: Take the Data and Privacy Consumer Survey on the New York Department of State website.

Office Closures:

Out of an abundance of caution and in line with recent guidance issued by the Center for Disease Control and New York State, the Division of Corporations, State Records and Uniform Commercial Code Customer Service Counter in Albany New York will only be handling service of process, as described below, due to COVID-19.

During this time, the Department of State will accept in person legal process served on the Secretary of State or Department of State as statutory agent of a corporation or other business entity, by appointment. Please note that Executive Order 202.8 tolls various statutes of limitations related to actions in New York State. For service of process issues, including the scheduling of an appointment, please call 518-473-2492 so that arrangements can be made to effectuate service.

As noted, all walk in services are suspended until further notice. Customers are encouraged to use the online filing system available on the Department of State's website to form business corporations and limited liability companies.

All other services (e.g. corporation and other business entity filings, document search requests, certificates of status, UCC filings and searches) can be mailed to:

**Department of State
Division of Corporations, State Records and Uniform Commercial Code
1 Commerce Plaza 99 Washington Avenue, 6th Floor Albany, NY 12231**

Please call 518-473-2492 with any questions.



Welcome to the New York Department of State's Division of Corporations, State Records and Uniform Commercial Code. The Division examines, files, and maintains numerous documents vital to business and state government including state and local laws, oaths of office, trademarks, certificates of incorporation, and Uniform Commercial Code Article 9 financing statements.



NOTE: The Division of Corporations, State Records and Uniform Commercial Code does not provide legal advice or assist with the completion of forms. Please ask the guidance of an attorney where necessary. **Do not call the Division to verify receipt of your filing or other service request.** The large volume of filings and other service requests makes it impractical for Division staff to verify receipt.

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