

# Office of the Minnesota Secretary of State

## Business Services Bulk Data Request and Updates



Name: \_\_\_\_\_

Address: \_\_\_\_\_

Daytime Phone Number: \_\_\_\_\_

Email Address for Download: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

### **Payment Options:**

Payment Enclosed

Secretary of State Account Number: \_\_\_\_\_

### **Bulk Order Options:**

ALL Business Services Records (Initial) - \$13,500

ALL Business Services Records (Updates) - \$710

#### **Order by specific business type:**

Assumed Names

#### **Initial:**

\$5,700

#### **Updates:**

\$523

Business Corporation (Domestic)

\$3,750

\$344

Business Corporation (Foreign)

\$450

\$100

Cooperative (Domestic) – 308A

\$100

\$100

Cooperative Association – 308B

\$100

\$100

Cooperative (Foreign)

\$100

\$100

Limited Liability Company (Domestic)

\$3,150

\$289

Limited Liability Company (Foreign)

\$300

\$100

Limited Liability Partnership (Domestic)

\$150

\$100

Limited Liability Partnership (Foreign)

\$100

\$100

Limited Partnership (Domestic)

\$150

\$100

Limited Partnership (Foreign)

\$100

\$100

Name Reservation

\$100

\$100

Nonprofit Corporation (Domestic)

\$900

\$100

Nonprofit Corporation (Foreign)

\$100

\$100

Trademarks

\$300

\$100

## Instructions

A Data Request is a means for requesting a set of records based on business types provided for bulk orders.

A Bulk Order Implementation guide will be provided with your bulk order; however, if you would like to review the implementation guide prior to placing your order, please contact this office at the phone number below.

Data can be purchased in bulk as an initial one-time set of records and a subsequent monthly order for updates.

**Initial One-Time Order:** A signed license agreement will be needed prior to processing your order.

**Updates:** Monthly updates are processed the beginning of each month.

Business bulk data will consist of these main record types: master data, filing data, and filing party and address data. The same file and record formats are used for all bulk orders, whether they are the initial set of data or monthly updates.

Delivery of the Data Report is in a comma separated values (CSV) format that is delivered as a compressed (zip) file. Note: If the file is too large to be an email attachment it will be placed on a FTP site. You will need some type of database to import your data into a readable format, or an application that allows you to open large files, which then can then be manipulated, sorted, and edited as needed.

### MAIL TO:

Minnesota Secretary of State - Business Services  
Retirement Systems of Minnesota Building  
60 Empire Drive, Suite 100  
St Paul, MN 55103

(Staffed 8:00 - 4:00, Monday - Friday, excluding holidays)

Phone Lines: (9 a.m. - 4 p.m., M-F) Metro Area 651-296-2803; Greater MN 1-877-551-6767

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