Office of the Minnesota Secretary of State

Business Bulk Data Implementation Guide

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Introduction

The Office of the Minnesota Secretary of State (OSS) offers the ability to obtain business data from the Minnesota Business & Lien System (MBLS). This Implementation Guide is intended for the business or administrative user as well as the technical user and is divided into three sections:

Section 1 - Administrative Process describes the administrative process and addresses fulfillment and delivery.

Section 2 – Business Types describes the organizations available in a bulk data request.

Section 3 – Technical Specification contains the technical details on data structure and field limitations.

Overview

A Data Request in the context of this document is a means for requesting a set of records provided for bulk orders.

Section 1 - Administrative Process

Initiating a Data Request

Information on and forms to order data requests are available online at www.sos.mn.gov. From the Business & Liens web page scroll to the section for Business & Liens Data. Request forms can be found on the Business Data Available for Purchase web page.

If you are a member of the news media, a journalist, a researcher or have a non-commercial use for the data, there is no charge. A request form for non-paying users can be found on the Business Data Available web page. You may submit your request by email to business.services@state.mn.us, or on paper.

If you submit on paper, please mail to:
Minnesota Secretary of State - Business Services
First National Bank Building
332 Minnesota Street, Suite N201
St Paul, MN 55101
(Staffed 8:00 - 4:00, Monday - Friday, excluding holidays)

If you are a commercial user or are not within the other categories listed above, there is a different request form on that page as well. Once the initial request is received, an agreement to provide service will be sent. The bulk data request will be processed once the signed agreement with payment is received. Mail your request and payment to the address listed above.

For all customers, please see the request forms for more information.

For more information contact Business Services at 651-296-2803 or 1-877-551-6767.

Payment

If you are a paying customer, payment is required prior to delivery of the data request. The accepted payment methods are check or Secretary of State Client Account.

Frequency

Data is purchased as a one-time set of records.

The file is created at the beginning of each month. The name of the data file contains the date the file was created.

Delivery

A request is fulfilled within 10 days after receipt. The file will be electronically downloaded in a comma separated value (CSV) format that is delivered as a compressed (zip) file. The file will be provided from the MBLS Portal Transaction History.

Section 2 - Business Types

This request is for obtaining the business database content as defined in Section 3 - Technical Specifications.

The business types include:

- Assumed Name
- Business Corporation (Domestic)
- Business Corporation (Foreign)
- Cooperative Association
- Cooperative (Domestic)
- Cooperative (Foreign)
- Limited Liability Company (Domestic)
- Limited Liability Company (Foreign)
- Limited Liability Partnership (Domestic)
- Limited Liability Partnership (Foreign)
- Limited Partnership (Domestic)
- Limited Partnership (Foreign)
- Name Reservation
- Nonprofit Corporation (Domestic)
- Nonprofit Corporation (Foreign)
- Trademark

Section 3 - Technical Specifications

Data Format

Data requests include active and inactive data records. The same file and record formats are used for all bulk orders.

The Data Report is in a comma separated values (CSV) format that is delivered as a compressed (zip) file.

Note: The size of the uncompressed csv file may be over 2.5 GB.

The data content is provided in a comma delimited format with field values enclosed in double quotes. The record format and unique key information for each file are provided later in this section. Double quotes that are part of the record are encoded with two sets of double quotes.

MBLS Business Bulk Order data will consist of these main record types:

1. Business Master Record Type (01)

2. Business Filing History Record Type (02)

3. Business Name and Address Record Type (03)

The Master ID is included in the three record types for each business and can be used as a foreign key to quickly identify related records within a Bulk Order file. The Master ID is static and applicable across all files. The Master ID is unique for each business and is not recycled for another business.

Business Master Record

One Business Master Record is generated for every business meeting the order filter criteria.

The fields for the business master record format are listed in the table below.

Business Master	Datatype	Description
Master ID	varchar(36)	Unique ID for the business.
Record Type	varchar(2)	"01"
Business Type Code	Integer	Numeric code assigned to the business type. (see appendix II)
Original Filing Number	varchar(21)	Number assigned to this business entity.
Minnesota Business Name	varchar(250)	Current business name registered in Minnesota, or the Trademark word or phrase.
Business Filing Status	varchar(20)	Indicates the business record status in Minnesota. Current values are: Active Inactive
Filing Date	date (MM/DD/YYYY)	Date the business entity filed in Minnesota.
Expiration Date	date (MM/DD/YYYY)	Expiration date for the business entity. The expiration date can be null for business types, but this does not mean the business does not have a term. • Assumed Name will not have an expiration date, because it's based on their renewal filing (listed in the Next Renewal Due Date). If they fail to file their renewal, then their term will expire. • Domestic corporations and limited liability companies are not required to list a duration; however, if a duration is not listed (blank), then they are assumed perpetual by law. • Domestic limited partnerships may have a duration period listed in their organizational documents, but the expiration date may not be listed in our database. • Foreign entity types may not require that the duration be listed, so the expiration date is not always listed as part of the database.
Next Renewal Due Date	date (MM/DD/YYYY)	Indicates the date when the next Minnesota renewal is expected to be filed. This is null for some business types.
Home Jurisdiction	varchar(60)	Jurisdiction for this business. This could be a U.S. state name, a country name or an Indian Tribe name. This is null for some business types, such as name reservation.
Governing Statute	varchar(20)	The Minnesota Statute that governs this business type. This is null for some business types.
Is LLC Non Profit	Integer	For Domestic Limited Liability Companies only. Indicates whether or not this entity is a non-profit. Values are: 0 – No = Profit 1 – Yes = Nonprofit

Business Master	Datatype	Description
Is Limited Liability Limited Partnership	Integer	For Limited Partnership business types only. Indicates whether or not the entity is limited liability. Values are: 0 – No = Non-LLLP Status 1 – Yes = Has LLLP Status
Is Professional	Integer	Indicates whether or not the entity is professional. This is not applicable for some business types. Values are: 0 – No = Not Professional 1 – Yes = Is Professional
Home Business Name	varchar(250)	The Home Business Name is the business name used for a foreign business in their home jurisdiction. Note: If a foreign business has an alternate name used in Minnesota, this name is provided under the Minnesota Business Name.
Number of Shares	varchar(30)	This is the number of shares authorized to be issued for a Minnesota Business Corporation.
The following fields are only for Trademark Business Types.		
Business Mark Type	varchar(20)	Indicates the type of mark. Values are: Trademark Servicemark Certification Mark Collective Mark
Mark First Use Date	Date (MM/DD/YYYY)	Date the mark was first used in Minnesota.
Mark Classification Number	varchar(10)	Classification number assigned to this mark. Not used with all mark types.
Mark Logo	varchar(250)	Textual description of the Logo.
Blank Column	n/a	No Data
Export Date	Date (MM/DD/YYYY)	Date of the bulk export.

Business Filing History Record

One or more Business Filing History records are created for each business identified with a Business Master record. Each update file contains a complete listing of Business Filing History records for the businesses provided.

The fields for the filing history record format are listed in the table below.

Business Filing History	Datatype	Description
Master ID	varchar(36)	Unique ID for the business entity.
Record Type	varchar(2)	"02"
Business Type Code	Integer	Numeric code assigned to the business type. (see appendix II)
Original Filing Number	varchar(100)	Number assigned to this business entity. (aka Charter Number)
Filing Number	varchar(100)	Number assigned to this business filing.
Filing Action	varchar(100)	Indicates the purpose for the filing. Examples: Original Filing Amendment Renewal
Filing Rank	varchar(1)	Indicates the rank for this row in the filing set. Current values are: P – Primary (filed as 1st occurrence) S – Secondary (secondary occurrence within that amendment)
Filing Date	date (MM/DD/YYYY)	Date of the filing.
Effective Date	Date (MM/DD/YYYY)	Optionally entered effective date for the filing to take effect.

Business Name and Address Record

One or more name and address records are created for each business identified with a Business Master record. These records include only name and addresses which are active at the time the Bulk Order file is generated. Each update file contains a complete listing of all currently active Business Name and Address records for the businesses provided.

The fields for the name and address record format are listed in the table below.

A list of business name and address types is provided in Appendix II.

Business Name & Address	Datatype	Description
Master ID	varchar(36)	Unique ID for the business entity.
Record Type	varchar(2)	"03"
Business Type Code	Integer	Numeric code assigned to the business type. (see appendix II)
Original Filing Number	varchar(100)	Number assigned to this business entity.
Filing Number	varchar(100)	Number assigned to the business filing associated to the name or address.
Name Type Number	Integer	Numeric code assigned to identify the type of party name. (see appendix II)
Address Type Number	Integer	Numeric code assigned to identify the type of address. (see appendix II)
Party Name	varchar(250)	The full name or business name of the party.
Street Address Line 1	varchar(100)	Address line 1
Street Address Line 2	varchar(100)	Address line 2
City Name	varchar(100)	City Name
Region Code	varchar(100)	Region Code (For U.S. this is the state code).
Postal Code	varchar(10)	Postal Code (For U.S. this is the 5 digit zip code).
Postal Code Extension	varchar(4)	Postal Code Extension (For U.S. this is the 4 digit zip extension).
Country Name	varchar(100)	Optional Country Name. (For United States will be 'USA'.)

Mapping to Legacy Record Formats

Prior to September 1, 2011, a previous format existed for transmitting the business bulk order records.

Appendix I. Bulk Order Sample Data

This section provides sample data for each of the record types.

Business Master Sample Data

Business Master	Sample Data
Master ID	0ded61ed-99f5-e011-b22f-00155d012196
Record Type	01
Business Type Code	43
Original Filing Number	448230000028
Minnesota Business Name	MN Business Inc
Business Filing Status	Active
Filing Date	10/13/2011
Expiration Date	
Next Renewal Due Date	12/31/2012
Home Jurisdiction	Minnesota
Governing Statute	302A
Is LLC Non Profit	0
Is LLLP	0
Is Professional	0
Home Business Name	Home Business Name Inc
Number of Shares	11

Business Filing History Sample Data

Sample data for Business Filing showing an amendment.

Business Master	Sample Data
Master ID	0ded61ed-99f5-e011-b22f-00155d012196
Record Type	02
Business Type Code	43
Original Filing Number	448230000028
Filing Number	449140000029
Filing Action	Amendment
Filing Rank	P
Filing Date	11/15/2011
Effective Date*	

*If an effective date is provided, it will be listed as the last entry.

Business Party Name and Address Sample Data

Business Master	Sample Data (Registered Agent)	Sample Data (Registered Agent Address)
Master ID	0ded61ed-99f5-e011-b22f-00155d012196	0ded61ed-99f5-e011-b22f-00155d012196
Record Type	03	03
Business Type Code	43	43
Original Filing Number	448230000028	448230000028
Filing Number	449140000029	449140000029
Name Type Number	4	
Address Type Number		21
Party Name	Adam Smith	
Street Address Line 1		60 Empire Drive
Street Address Line 2		
City Name		Saint Paul
Region Code		MN
Postal Code		55103
Postal Code Extension		
Country Name		USA

Appendix II. Domain Values

Business Type Codes	
Code	**Business Type**
38	Cooperative Association
39	Cooperative (Foreign)
41	Nonprofit Corporation (Domestic)
42	Nonprofit Corporation (Foreign)
43	Business Corporation (Foreign)
44	Limited Liability Company (Domestic)
46	Limited Liability Company (Foreign)
48	Limited Partnership (Domestic)
49	Limited Partnership (Foreign)
50	Limited Liability Partnership (Domestic)
52	Limited Liability Partnership (Foreign)
57	Trademark
59	Assumed Name
60	Name Reservation
66	Business Corporation (Domestic)
104	Cooperative (Domestic)

Business Party Name Type Codes

Number	Description
1	Applicant
2	Markholder
4	Registered Agent
7	Organizer
8	Incorporator
11	Filing Contact (Note: This is the contact name for filings initiated online)
12	President
13	Manager
14	Chief Executive Officer
19	Individual Contact for Agent

Business Address Type Codes

Number	Description
2	Principal Place of Business Address
3	Registered Office Address
4	Home Office Address
5	Principal Office Address
6	Chief Executive Office Address
7	Office Address
8	Designated Office Address
9	Service Address (Note: This address is provided for Withdrawal filings)
11	Business Mailing Address
14	Party Primary Address
16	Principal Office Mailing Address
17	Principal Executive Office Address
18	Designated Office Mailing Address
19	Registered Agent Mailing Address
21	Registered Agent Address
204	Individual Contact for Agent Mailing Address
9999	Mailing Address