

Secretary of State Matthew Dunlap Issues Important Consumer Alert, Corporate Records Service Scam

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Secretary of State

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The Secretary of State's office has received calls regarding the legitimacy of solicitations that are being mailed to numerous Maine corporations from a company named **Corporate Records Service**. These solicitations urge corporations to file information and send payment in the amount of \$125.00 by a certain date in order to complete corporate meeting minutes on behalf of the corporation.

These solicitations also include statute citations regarding corporate records and annual meetings. At first glance, this solicitation may look official; however, some of the information being requested is not required to be filed with the Secretary of State. **Maine corporations are not required to file corporate minutes with the Secretary of State's office.** We want to alert all entities of this deceptive solicitation to prevent entities from feeling compelled to complete the form and send payment to a mailing center post office box address by the deadline on the form.

Annual Reports are required to be filed with the Secretary of State's office on or before June 1st of each year. Secretary Dunlap encourages all entities on record with the Secretary of State's office to review "Filing Requirement Reminders" available on the web at: <http://www.maine.gov/sos/cec/corp/helpful.html> .

Additionally, please keep in mind that any official notice received from the Secretary of State's office will contain the Maine state seal, the Secretary of State's name, and contact information for the Bureau of Corporations, Elections and Commissions.

Please contact the Division of Corporations at (207) 624-7752 should you have any questions or concerns regarding these solicitations.