

SAME DAY/NEXT DAY SERVICES

Services offered:

Same Day/Next Service will allow for 2-hour, same day or next day processing for a fee.

- Does not guarantee approval of a filing
- Only guarantees examination by stated time, not necessarily receipt of the document

*****NOTE: The Corporations will no longer accept “urgency requests”*****

Fees:

2-Hour: \$400

- Must be received by 3:00 p.m.
- Will be examined within 2 hours of the time the document was received

Same Day: \$200

- Must be received by 10:00 a.m.
- Will be examined by 5:00p.m. the same business day

Next Day: \$100

- Must be received by 5:00 p.m.
- Will be examined by 5:00p.m. the next business day

Fees are in addition to document filing fee.

Restrictions:

- Although documents can be filed online on the weekends or the holidays, the same day/next day clock begins the next business day at 8:00 a.m. AZ time.
- Document limit may apply to restructuring filings (mergers, domestication, conversions and divisions), foreign entity filings and changes – we will evaluate this on a case by case basis.
- We will not accept mailed documents for same day/next day filing. This includes FedEx and other overnight services.
- We do not offer pre-clearance. To avoid rejections, please make sure that you know the requirements for the filing and have provided everything that is needed.

Delivery of documents:

- We will accept documents online, via fax and by walk-in.
- Faxes will only be accepted at 602-542-0900
- Walk-ins accepted in Phoenix and in Tucson
- One Cover Sheet cannot include both regular processing and expedited/same day-next day processing. One Cover Sheet CAN have multiple types of expedited/same day-next day types included.

Nuances:

- For restructuring filings, as is the process normally, the same day/next day fee is per document.
- Same day/next day clock starts once the document is complete (all necessary items included) and paid for.
- If the document is rejected, when you resubmit, your document will be processed according to the initially selected same day/next day service UNLESS you pay for a faster service.
- A phone number will be required (in case the team needs to contact you).
- Dissolutions must include Certificate of Compliance (if applicable).
- Formations and statutory agent changes must include statutory agent acceptance with filing.

Documents not subject to Same Day/Next Day services:

- Online auto-approved documents
- Global address changes
- DB extractions
- Refunds
- Notice to Claimant
- Records requests