

Worksheet for Preparation/Filing of NY  
**UCC SEARCH & DOCUMENT RETRIEVAL REQUEST**

**Date:** \_\_\_\_\_

**1. Name of Debtor(s) and Addresses of EACH Debtor:**

Name \_\_\_\_\_

Address \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

**2. State of New York Search: Yes \_\_\_ No \_\_\_**

**3. County Search: Yes \_\_\_ No \_\_\_**

(If YES specify county or counties) \_\_\_\_\_

**4. Tax Liens Search (Federal and State Tax Liens): Yes \_\_\_ No \_\_\_**

**5. Judgement Search: Yes \_\_\_ No \_\_\_**

**6. Patriot Search: Yes \_\_\_ No \_\_\_**

**7. Bankruptcy Search: Yes \_\_\_ No \_\_\_**

**\*A Servico representative will contact you with the exact cost once your order is received.  
Fees differ depending on what is requested AND the location of the searches. \***

**Contact Name:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Firm / Business Name:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_ **Fax #:** \_\_\_\_\_

**Billing/Mailing Address:** \_\_\_\_\_

**Address for delivery of Corporate Documents:**

Let this letter serve as my authorization to charge Amex/MC/Visa (*Initial Here*) \_\_\_\_\_

Card #: \_\_\_\_\_ Expires: \_\_\_\_\_

IN THE AMOUNT OF: \_\_\_\_\_

Print Name of Card Holder: \_\_\_\_\_

Signature of Card Holder: \_\_\_\_\_

*\*Please note: This fee is an estimate only. It is possible to incur additional disbursements to complete this order. If so the additional fees will be charged to this credit card.*