



Oath of Office or Facsimile Signature Filing

Request form must be typewritten.

Section 1 – Document

Type of document (check one): Oath of Office Facsimile Signature Filing

Name/Title on document:

Office held:

Jurisdiction:

Most current date OR Date range:

Section 2 – Type of service

Indicate standard of service requested:

Regular Expedite (add \$10 per copy to the regular fee)

Indicate number of copies:

Certified copy - \$5.00 per copy or \$15 per expedited copy. Number of copies:

Photocopy only - Free (email this form) or \$10 per expedited copy. Number of copies:

Section 3 – Return type

Mail Pickup Email (Photocopy only)

Section 4 – Prepaid account

CO SOS Prepaid Account Number: Job Number:

Section 5 – Contact information

The true name and mailing address of the individual causing the document to be delivered for filing are:

Name: Phone:

Email:

Address:

City: State: ZIP code:

If you would like us to send back your document(s) using FedEx or UPS, a prepaid label must be included. Do not include our office name and/or address as the return address, or your document will be processed and returned by standard mail.

Tracking Number (Optional):

Mail form with correct payment to:

Colorado Secretary of State
1700 Broadway Ste 550
Denver, CO 80290

Make checks payable to: Colorado Secretary of State

Include a separate check for each form submitted for filing. If a document is rejected, this will allow us to return the check at the time of rejection (if applicable). The document can be corrected and resubmitted with the returned check.

Checks must be written for the exact amount or the document may be rejected and returned.

Do not include this page with your filing.