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Document Retrieval Order Form

Date Ordered: (dd/mm/yyyy)

Date Due: (dd/mm/yyyy)

Requested By:

* = Required Field

Account Number: (If Applicable)

Reference Number: (If Applicable)

Company Name: *

Contact Name: *

Address: *

Address 2:

City: *

State: * Zip: *

Telephone: *

Fax:

E-Mail Address: *

Search Parameters:

Subject's Name:

Male / Female:

Please Choose

Subject's Address:

Subject's Address 2:

Subject's City:

Subject's State:

Zip:

Subject's Date of Birth:

(dd/mm/yyyy)

Subject's SSN:

(xxx-xx-xxxx) ONLY ENTER LAST 4 DIGITS

Service Type:

Please Choose

Documents Required:

Name Searches:

State Level Search: Select State

County Level Search: Select State

UCC SEARCH W/COPIES

UCC SEARCH - LISTING ONLY

FILE/SEARCH (Incl. full Statewide listing of all active UCCs with copy only of latest UCC that client filed)

STATE CERTIFIED UCC SEARCH W/PHOTOCOPIES

UCC DOCUMENT RETRIEVAL Document #

FEDERAL TAX LIENS

STATE TAX LIENS

JUDGMENTS (OPEN/DEFENDANT ONLY)

PENDING CIVIL (OPEN/DEFENDANT ONLY) County: State

CRIMINAL (Requires Name, DOB, Sex)

State Level Search: Select State

And/Or County Search: Select State

FEDERAL LEVEL SEARCH District: State

BANKRUPTCY SEARCH County: State

WORKMENS COMPENSATION

TRAFFIC SEARCH

Real Estate Services:

Please list the county to be searched:

CURRENT OWNER

DOCUMENT RETRIEVAL

WATER CERTIFICATE

ZONING

ESTIMATE OF REDEMPTIONS

MULTIPLE DWELLINGS

CURRENT MORTGAGE

CURRENT DEED

Corporate Services:

Please Select the State to be Searched:

CERTIFICATE OF GOOD STANDING

ARTICLES OF INCORPORATION

AMENDMENTS

ANNUAL REPORT

ASSUMED NAME

MISCELLANEOUS:

UCC SECURED PARTY SEARCH

DMV – DRIVERS RECORD

(Provide DL#, Name and Address in "Further Instructions" box below)

POLICE /TRAFFIC REPORTS

Results to be returned by:

Additional Instructions:

Please E-Mail a List of Services:

Complete the form. Save it on your computer and then email it to: lisah@amlegalchicago.com or fax or mail the completed form to (312)782-2838 . AM Legal Services, Inc. 79 W. Monroe, Suite 1122, Chicago, IL 60603

Note: If you do not hear from us within 24 hours, please contact our office immediately at **(312)782-7361**

