



April 26, 2006

UNIFORM COMMERCIAL CODE SEARCH INSTRUCTIONS

The adoption of Revised Article 9, 1 July 2001, requires the Division of Corporations and Commercial Code to input all recordable information in the EXACT manner in which it was submitted. This means that even if the submitter had inadvertently transposed two letters or numbers the division was required to enter that information in the exact manner in which it was given. The submitter is required to provide on the UCC statements, though the division does not verify the veracity of the information submitted, the organizational debtor name as listed in their articles of incorporation on file with the state and/or submit the given name of an individual debtor.

Also with this adoption the division had to change the manner by which it had entered debtors and secured parties. Prior to RA9 the division was allowed to and did truncate and modify debtor and secured parties to suit the data system which was in place at the time. This included the stripping of corporate endings and “The” or “A” at the beginning of organizational names, elimination of all punctuation, and addition of spaces between letters in cases of acronym submissions and/or cases of assumed acronym submissions.

Please be aware that with the adoption of RA9 submitters are required to provide for organizational debtors the Organizational ID # (Entity #) issued by the state. While this is now a requirement it was not under old UCC statutes. Also, since this additional requirement has been implemented the division may not reject where the filer has provided known incorrect information. Therefore when searching under Organizational ID #'s it is best to also search under debtor names to provide for a more complete search.

Listed below are examples of pre and post RA9 data entry procedures and the methods by which an inquirer should search the database in order to pull all filings regarding a debtor.

Example: The Freedom Company

1. Pre RA9 would have stripped “The” and “Company” from the submitted Debtor information. This would leave “Freedom” as the only recordable information. Final data entry would have been, “Freedom”
2. Post RA9 would have entered all information submitted “The Freedom Company”

Therefore in this case in order to pull all potentially relevant filings regarding this debtor the following searches would need to be performed.

1. The Freedom Company
2. The Freedom

3. Freedom
4. Free

Example: The A.B.C. Company

1. Pre RA9 would have stripped “The”, “Company”, and would have eliminated punctuation between “ABC” and added spaces between same. Final data entry would have been “A B C”
2. Post RA9 would have entered all information submitted “The A.B.C. Company”

Therefore in this case in order to pull all potentially relevant filings regarding this debtor the following searches would need to be performed.

1. The A.B.C. Company
2. The A.B.C.
3. The A. B. C.
4. A.B.C.
5. A. B. C.
6. The ABC Company
7. The A B C Company
8. The A B C
9. ABC
10. A B C

Example: Freedom Ford-Mercury, Inc.

1. Pre RA9 would have stripped “Inc.”, and would have eliminated punctuation between “Ford Mercury,” and added spaces between same. Final data entry, “Freedom Ford Mercury”
2. Post RA9 would have entered all information submitted “Freedom Ford-Mercury, Inc.”

Therefore in this case in order to pull all potentially relevant filings regarding this debtor the following searches would need to be performed.

1. Freedom Ford-Mercury, Inc.
2. Freedom Ford-Mercury
3. Freedom Ford Mercury
4. Freedom Ford
5. Freedom

All of the above examples are in relation to organizational debtors below are listed individual debtors. Individual debtor names may have a variety of first name spellings therefore it is best to:

1. Put the debtor last name in exactly.
2. Truncate the debtor first name to pull back all variations of the name.
3. Try not to do a general search with debtor middle initials, suffix or prefix.

Example: Jones, Robert Allen esq.

1. Pre RA9 would have stripped “esq.”
2. Post RA9 would have entered all information submitted “Jones, Robert Allen esq.”

Therefore in this case in order to pull all potentially relevant filings regarding this debtor the following searches would need to be performed.

1. Jones, Robert Allen esq.
2. Jones, Robert Allen
3. Jones, Robert A
4. Jones, Robert
5. Jones, Rob
6. Jones, R
7. Jones

As a precautionary measure the searcher may also want to search: Jones, Bob

Example: Reed, Sean Howard

1. Pre RA9 no modifications would occur
2. Post RA9 would have entered all information submitted “Reed, Sean Howard”

In this particular case the name “Sean” has a variety of different spellings, e.g. Sean, Shaun, Shawn. Therefore in this case in order to pull all potentially relevant filings regarding this debtor the following searches would need to be performed.

1. Reed, Sean Howard
2. Reed, Sean H
3. Reed, Sean
4. Reed, S
5. Reed