

# STATE OF IDAHO

## OFFICE OF THE SECRETARY OF STATE

### Application for Establishment of Pre-Paid Customer Accounts With the Office of the Secretary of State

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*Submit this form, along with the initial deposit to fund the pre-paid account. Deposit can be made by cash, check, money order or credit card.*

TO: Secretary of State  
Attn: Fiscal Division  
PO Box 83720  
Boise ID 83720-0080

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The undersigned is a user of the services of the Secretary of State and desires to establish a pre-paid account from which payment for services may be made. The information required for establishment of the account is as follows:

1. The name of the owner of the account is:

\_\_\_\_\_

2. The name of the individual who is responsible for maintenance of the account and with whom the Secretary of State can correspond is:

\_\_\_\_\_

Telephone number is: \_\_\_\_\_ Fax number is: \_\_\_\_\_

3. The complete mailing address to which all statements and correspondence pertaining to the account may be sent is:

\_\_\_\_\_

4. The email address to which all statements and correspondence pertaining to the account may be sent is:

\_\_\_\_\_

5. This form will be returned to you after processing. Your customer account number will be printed in the block at the lower right with the caption "Cust #". Enter that number on all transmittals of documents or payments submitted by the account owner.

6. If any of the information above changes, please submit written notice of the change to the Secretary of State.

\_\_\_\_\_  
Account Owner

\_\_\_\_\_  
By

\_\_\_\_\_  
Date