



## UCC-5 Instructions

A UCC-5 financing statement is filed to correct a filing that was entered inaccurately or wrongfully filed. A person may file an Information Statement with respect to a record indexed under that person's name if the person believes the record was inaccurate or wrongfully filed, or a person may file an Information Statement with respect to a record if the person is a Secured Party of Record with respect to the financing statement to which the record relates and believes that the person that filed the record was not entitled to do so.

**FILING FEE:** \$40

**ADDITIONAL RECEIPT:** To send a copy of the receipt to an additional party, check the box and enter the party's email address.

**CORRECTION:** Enter the filing record number, the correction information, the date the record was filed and the name of the person authorizing the filing of the correction statement. In addition, state the reason why the record is inaccurate or was filed wrongfully. This may be described in the box provided or a file containing the description may be uploaded.

**REVIEW:** Before clicking the "**Process Filing**" button, carefully review the filing for accuracy.

**PAYMENT:** Select the payment method and enter the necessary payment information.