



**Secretary of State
Business Programs Division**

Business Entities

1500 11th Street, Sacramento, CA 95814

P.O. Box 944260, Sacramento, CA 94244-2600

Business Entities Submission Cover Sheet

For fastest service, file online at bizfileOnline.sos.ca.gov.

Instructions:

- Complete and include this form with your paper submission. This form will not be made part of the filed document.
- Make all **checks or money orders** payable to the Secretary of State.
- In-person submissions (excluding Statements of Information): \$15 special handling fee. Do not include a \$15 special handling fee when submitting documents by mail.
- All submissions are reviewed in the date order of receipt, with online submissions given priority. For updated processing time information, visit www.sos.ca.gov/business/be/processing-dates.
- To obtain a certified copy, include certification fees with your submission.

Note: All correspondence related to your submission will be sent to the name and address on your check or money order.

Contact Person (Please type or print legibly):

First Name: _____ Last Name: _____

Phone Number: _____ Email: _____

Entity Information (Please type or print legibly):

Entity Name: _____

Entity Number (if applicable): _____

Comments: _____



Secretary of State
Statement of Information and
Statement by Common Interest
Development (CID) Association
(California Nonprofit CID)

NP/CID

This form is due within 90 days of initial registration and every two years thereafter.

This is a combined form, with a total fee of \$35.00.

- **The Statement of Information (\$20.00 Filing Fee); and**
- **The Statement by Common Interest Development (\$15.00 Filing Fee).**

Certified Copy Fee (Optional) – \$5.00

1. Corporation Name (Enter the **exact** name of the corporation as it is recorded with the California Secretary of State)

This Space For Office Use Only

2. Secretary of State Entity Number

3. Business Addresses

a. Street Address of California Principal Office, if any - Do not enter a P.O. Box	City (no abbreviations)	State	Zip Code
		CA	
b. Mailing Address of Corporation, if different than item 3a	City (no abbreviations)	State	Zip Code

4. Officers The Corporation is required to enter the names and addresses of **all** three of the officers set forth below. An additional title for Chief Executive Officer or Chief Financial Officer may be added; however, the preprinted titles on this form must not be altered.

a. Chief Executive Officer/	First Name	Middle Name	Last Name	Suffix
Address		City (no abbreviations)	State	Zip Code
b. Secretary/	First Name	Middle Name	Last Name	Suffix
Address		City (no abbreviations)	State	Zip Code
c. Chief Financial Officer/	First Name	Middle Name	Last Name	Suffix
Address		City (no abbreviations)	State	Zip Code

5. Service of Process (Must provide either Individual **OR** Corporation.)

INDIVIDUAL – Complete Items 5a and 5b only. Must include agent's full name and California street address.

a. California Agent's First Name (if agent is not a corporation)	Middle Name	Last Name	Suffix
b. Street Address (if agent is not a corporation) - Do not enter a P.O. Box	City (no abbreviations)	State CA	Zip Code

CORPORATION – Complete Item 5c only. Only include the name of the registered agent Corporation.

c. California Registered Corporate Agent's Name (if agent is a corporation) – Do not complete Item 5a or 5b

Statement by Common Interest Development Association

The corporation is an association formed to manage a common interest development under the Davis-Stirling Common Interest Development Act (California Civil Code section 4000, et seq.) or under the Commercial and Industrial Common Interest Development Act (California Civil Code section 6500, et seq.).

6. The Association is formed to manage a common interest development under the following law (select only one):

Davis-Stirling Common Interest Development Act. (Complete remaining items: 6-13)
Commercial and Industrial Common Interest Development Act. (Complete remaining items: 6-8 and 10-13)

7. Street Address of the Business or Corporate Office of the Association, if any

Street Address – Do not list a P.O. Box	City (no abbreviations)	State	Zip Code	Telephone Number
---	-------------------------	-------	----------	------------------

8. Street Address of Association's Onsite Office (If different from the street address of the business or corporate office or, if no onsite office, the address of the Association's Responsible Officer or Managing Agent of the Association.)

Street Address – Do not list a P.O. Box	City (no abbreviations)	State	Zip Code
If the address listed above is that of the Responsible Officer of the Association, check the following box:	Telephone Number or Email Address		

9. President of the Association - Davis-Stirling Association ONLY (Name, address and either the daytime telephone number or email address. The address and telephone number **must be different** from the address and telephone number of the Association's Onsite Office or Managing Agent. Note: Commercial and Industrial Associations do not need to provide this information.)

Name	Telephone Number or Email Address		
Address	City (no abbreviations)	State	Zip Code

10. Association's Managing Agent, if any (Name, street address, and daytime telephone number. For Davis-Stirling Corporations, the address and telephone number **must be different** from the address and telephone number of the President of the Association.)

Name		Telephone Number	
Street Address – Do not list a P.O. Box	City (no abbreviations)	State	Zip Code

11. Physical Location of the Common Interest Development

Front Street	Near Cross Street
City (if in an unincorporated area, enter the city closest in proximity.)	County or Counties

12. Type of Common Interest Development Managed by the Association - Check the applicable box:
(At least one of the types listed below must be checked. If Davis-Stirling Common Interest Development, refer to California Civil Code section [4100](#) for definitions. If Commercial and Industrial Common Interest Development, refer to California Civil Code section [6534](#) for definitions.)

<input type="checkbox"/> Community Apartment Project (Note: A commercial and Industrial Development cannot be a Community Apartment Project.)
<input type="checkbox"/> Condominium Project
<input type="checkbox"/> Planned Development
<input type="checkbox"/> Stock Cooperative

13. Separate Interests (Note: Must have at least one Separate Interest. Do not enter zero or none, and do not leave blank.)

Number of Separate Interests in the Development

14. Email Notifications

<p>Provide an email address to opt-in to receive entity related notifications, including Statement of Information reminders, by email rather than USPS mail. Note: If no email address is provided, you will continue to receive notices and reminders by USPS mail.</p> <p>Yes, I opt-in to receive entity notifications via email: Email Address: _____</p> <p>To change your option after filing, you must submit a new complete Statement of Information and Statement by Common Interest Development Association.</p>
--

The information contained herein, including in any attachments, is true and correct.

_____	_____	_____	_____
Date	Type or Print Name	Title	Signature