

Registered Agents

A registered agent is an agent of its represented entity, authorized to receive service of any process, notice, or demand required or permitted by law to be served on the represented entity. A registered agent can be an individual, or in the case of Corporation Service Company ("CSC"), it can be a business entity, with a usual place of business in the state. A registered agent is appointed through various types of state business forms filed primarily with the Colorado Secretary of State's office – though a registered agent can be appointed through filings with other government agencies, such as the Division of Insurance.

Upon receipt of service of process, it is the duty of the registered agent to forward the documents it receives to its represented company. CSC's standard is to forward documents to its represented companies electronically or by overnight courier on the day of receipt. CSC's appointment as registered agent is governed by state statute as found in the various Colorado business entity laws.

For example, the registered agent section of the Colorado Corporations and Associations Act (C.R.S. 7-90-701) states:

- (1) Every domestic entity for which a constituent filed document is on file in the records of the secretary of state and every foreign entity authorized to transact business or conduct activities in this state shall continuously maintain in this state a registered agent that shall be:
 - (a) An individual who is eighteen years of age or older whose primary residence or usual place of business is in this state;
 - (b) A domestic entity having a usual place of business in this state; or
 - (c) A foreign entity authorized to transact business or conduct activities in this state that has a usual place of business in this state.
- (2) An entity having a usual place of business in this state may serve as its own registered agent.
- (3) Any document delivered to the secretary of state for filing on behalf of an entity that appoints a person as the registered agent for the entity shall contain a statement that the person has consented to being so appointed.

The Business Division of the Colorado Secretary of State maintains a listing of business entities and their registered agents at <http://www.sos.state.co.us/biz/BusinessFunctions.do>