



DIVISION OF CORPORATIONS  
P.O. BOX 898  
DOVER, DELAWARE 19903

STATE OF DELAWARE  
DEPARTMENT OF STATE  
DIVISION OF CORPORATIONS  
401 FEDERAL STREET, SUITE 4  
DOVER, DELAWARE 19901

GENERAL INFORMATION  
www.CORP.DELAWARE.GOV  
(302) 739-3073

January 10, 2018

XYZ Corporation Services, Inc.  
123 Governors Avenue  
Address Line 2  
Dover, DE 19904

1234567

To Whom It May Concern:

Pursuant to 8 Del. Code §132 or 6 Del. Code §§ 15-111, 17-104, 18-104, the above-referenced agent is classified as a Commercial Registered Agent (CRA) representing more than 50 entities. Effective immediately, the Delaware Department of State, Division of Corporations is issuing the following guidelines related to Delaware CRAs' obligations to review and continually monitor all entity registries maintained by those CRAs in consultation with all listings issued by the U.S. Treasury Office of Foreign Assets Control (OFAC):

- A CRA, upon receipt of a request to form an entity, must check the prospective entity information (including but not limited to client contacts, members, managers, owners, and addresses) against current OFAC listings prior to entity formation.
- A CRA also must periodically check, at least quarterly, its complete registry of Delaware entity information (including but not limited to client contacts, members, managers, owners, and addresses) against current OFAC listings.

Further, all Delaware registered agents are subject to federal laws and penalties related to unauthorized dealings with persons or entities listed under OFAC. All registered agents should routinely check, at least quarterly, their entity registries against the OFAC lists and immediately resign representation of any person or entity that may be subject to sanctions. Failure to comply could result in federal fines and/or criminal prosecution. Links to the OFAC website may be found on our website at <https://corp.delaware.gov/links.shtml>.

If you have any questions regarding this memo, please email [Dosdoc\\_Tech\\_Support@state.de.us](mailto:Dosdoc_Tech_Support@state.de.us) or contact the Division of Corporations by phone at 302-857-4626.

Best Regards,

  


Kristopher E. Knight  
Director Division of Corporations