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If you have a corporation or limited liability company, you should read this:

When your corporation or limited liability company (LLC) was initially formed with the Department of State an address for service of process was designated. "Service of process" is the procedure employed to give notice to a person, corporation, LLC or other company of a court or administrative body's exercise of its jurisdiction over it.

The purpose of designating an address for service of process is to help ensure that any legal papers served upon your company are actually received, thus enabling you to respond to the proceeding accordingly.

When a corporation or LLC physically moves its office location, it is extremely important to update your company's address with the Department of State. If you do not update your company's address for service of process, you may fail to receive notice of a pending action against your company. If you do not know that you are being summoned to make a court appearance, you will not be able to present a defense and will lose the case by default. When your company is served at its address designated for service of process and a default judgment is entered, your company may be liable for paying the judgment amount even if you never received actual notice of the case.

The simple solution to avoid potential default judgments against your company is to keep your corporation or LLC's current information on file with the Department of State. There are forms which may be filed with the Department of State to update addresses or other information about your company. You may want to visit the Department of State's website (Division of Corporations at <http://www.dos.state.ny.us/corp/corpwww.html>) or contact our office. James G. Dibbini & Associates, P.C. can assist you in updating your company's information, or in forming a new corporation or LLC in New York or Connecticut.

If you have any questions or wish to discuss your situation, please contact our office.

Disclaimer: The information provided is not intended to be legal advice, but merely conveys general information related to legal issues commonly encountered.

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