Montana Corporate Records Data File Technical Specification

Office of the Secretary of State
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Version 2

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About the Corporate Records Bulk Data File:
The Montana Corporate Records Bulk Data File contains data extracted from the Montana Secretary of State's SIMS Corporations System.

The Corporations System maintains information about the following registered business entities: foreign and domestic corporations, foreign and domestic limited liability companies, limited partnerships, limited liability partnerships, assumed business names, trademarks, and bonds.

The interface for the extract has been enhanced to allow the user to better identify records that need to be extracted. The resultant records are reformatted into comma delimited records and are compressed (zipped) as needed into one or more extract files.

Each extract record is comma delimited. If an extracted element value contains a comma, newline or double quote, then the string value is enclosed in double quotes. Any double quote characters in the attribute value are escaped with another double quote. If the attribute value does not contain a comma, newline or double quote, then the string value is returned unchanged.

This guide includes the following technical details, which are necessary to identify, parse and translate the contents of the extract file.

Outputs:
Entity rows first column contain an indicator of the entity type: Some examples of an entity type are:

- BE-XXX – Business Entity
- ABN – Assumed Business name
- FBN – Foreign Business Name TM – Trademark
- B – Bond

Record rows (e.g. roles, shares) start with a code defining their role type. A record row's second column contains the Entity Number they are related to (parent id).

Addresses are to be exported as they are stored in database, one column per attribute, rather than concatenated.
Where address is specified in the below table the following columns will be exported:

- Address line 1
- Address line 2
- Address line 3
- Address line 4 (City)
- Region/State/Province
- Post Code/Zip code
- Country

Business Entity Type: Corporation (Domestic & Foreign)	
Component	**Attribute**
Entity	'BE-CORP' – static value to indicate a business entity
	Business Entity Number
	Business Entity Name
	Business Entity Type
	Business Entity Sub Type – Corporate type
	Incorporation Date : • Domestic entity's incorporation date in Montana • Foreign entity's incorporation date in state or country of jurisdiction
	Qualification Date – Foreign entity's date of registration in Montana (This will be blank for a domestic entity)
	Term of Existence
	Expiration Date
	Entity Status Description – Active Good Standing, Active Pending, or Inactive Withdrawn, etc.
	Inactive Reason – e.g. Voluntary Dissolution
	Inactive Date – deregistration date
	Reviver/Reinstatement Date
	Business Mailing Address of Principal Office (7 columns)
	Purpose – show first 100 characters only
	Tribal Designation
	State or Country of Jurisdiction – Set to 'Montana' for domestic entities. For legacy foreign entities, this will only have been recorded if Country of Jurisdiction is US.
	Notice Date - Display the date the notice was sent for an expiration date in 6 months (set when status updated to ACT PEX)

Business Entity Type: Corporation (Domestic & Foreign)	
Component	**Attribute**
	Involuntary Dissolution Intent Date - Display the date the paper notice was sent for an annual report that did not file before 1st September (set when status updated to ACT IVD or ACT IVD2)
	AR Last Filed Date
	Suspension Date
Shares (list by shares class)	'SHARES' static value to indicate record type
	Business Entity Number – of parent record
	Authorized Shares Class
	Authorized No. of Shares
	Authorized Shares Series
	Authorized Shares Issued
	Authorized Shares Par Value Amount This may be null (shown as blank), 0 or have a value.
Registered Agent	'AGENT' static value to indicate an Agent record
	Business Entity Number – of parent record
	Registered Agent Name For individuals concatenate 'First Name' 'Middle Name' 'Last Name' For registered or non-registered entities show 'Entity Name'
	Registered Agent Business Mailing Physical Address (7 columns)
	Registered Agent Business Mailing Postal Address (7 columns)
Directors/Officers/Shareholders/Managers/Employees/Incorporators (list by role, name)	Role - Show active roles only 'PRINCIPAL' static value to indicate record type If a person has multiple positions show one line (with complete set of repeated data) per position.
	Business Entity Number – of parent record

Business Entity Type: Corporation (Domestic & Foreign)	
Component	**Attribute**
	Name For individuals concatenate 'First Name' 'Middle Name' 'Last Name' For registered or non-registered entities show 'Entity Name'
	Position – this may be the position if a role has positions eg. a director/officer (Vice President or Officer) or the principal type (eg shareholder or incorporator)
	Business Mailing Address (7 columns)
	Related Business Entity ID – if a registered entity
Related ABNs	'RELATED_ABN' static value to indicate a record type
	Business Entity Number – of parent record
	ABN Name
	ABN ID
Related Trademarks	'RELATED_TRADEMARK' static value to indicate a record type
	Business Entity Number – of parent record
	Trademark Name
	Trademark ID
	Related Trademark Type – service mark or trade mark

Business Entity Type: LLCs (Domestic & Foreign)	
Component	**Attribute**
Entity	'BE-LLC' – static value to indicate a business entity
	Business Entity Number
	Business Entity Name
	Business Entity Type
	Business Entity Sub Type – LLC Type
	Organization Date: • Organization date in Montana for a domestic entity • Organization date in state or country of Organization for a foreign entity.
	Qualification of a foreign LLC in Montana (This will be blank for a domestic entity)
	Term of Existence
	Expiration Date – term expiration date
	Entity Status Description
	Entity Status Change Reason – this will only have a value when status is inactive
	Inactive Date
	Reviver/Reinstate Date
	LLC Management Type – Member or Manager
	Tribal Designation
	Business Mailing Address of Principal Office (7 columns)
	Purpose – show the first 100 characters only
	State or Country of Jurisdiction – show Montana for a domestic entity; show State or Country for a foreign entity.
	Notice Date - Display the date the notice was sent for an expiration date in 6 months (when status updated to ACT PEX)

Business Entity Type: LLCs (Domestic & Foreign)	
Component	**Attribute**
	Involuntary Dissolution Intent Date - Display the date the paper notice was sent for an annual report that did not file before 1st September (when status updated to ACT IVD or ACT IVD2)
	AR Last Filed Date
	Suspension Date
Registered Agent	'AGENT' static value to indicate a record type Details as per Agent above.
Managers/Members –	Role - active only; 'PRINCIPAL' static value to indicate a record type Note : dissociated manager/members not shown.
	Business Entity Number – of parent record
	Member/Manager Name For individuals concatenate 'First Name' 'Middle Name' 'Last Name' For registered or non-registered entities show 'Entity Name'
	Position – 'Manager Member'
	Member/Manager Business Mailing Address (7 columns)
	Related Business Entity ID – if a registered entity
Series Members –	Role - active only; 'PRINCIPAL' static value to indicate a record type Will only exist for Series LLC
	Business Entity Number – of parent record
	Series Member Name For individuals concatenate 'First Name' 'Middle Name' 'Last Name' For registered or non-registered entities show 'Entity Name'

Business Entity Type: LLCs (Domestic & Foreign)	
Component	**Attribute**
	Position – 'Series Member'
	Series Member Business Mailing Address (7 columns) - This is not recorded so will always show 7 blank columns
	Related Business Entity ID – if a registered entity
Related ABNs	'RELATED_ABN' static value to indicate a record type
	Business Entity Number – of parent record
	ABN Name
	ABN ID
Related Trademarks	'RELATED_TRADEMARK' static value to indicate a record type
	Business Entity Number – of parent record
	Trademark Name
	Trademark ID
	Related Trademark Type – service mark or trade mark

Business Entity Type: Limited Partnerships (including LLLPs)	
Component	**Attribute**
Entity	'BE-LP' – static value to indicate a business entity
	Business Entity Number
	Business Entity Name
	Business Entity Type
	Business Entity Sub Type – Limited Partnership Type
	Formation Date: • Formation Date in Montana for a domestic partnership • Date of Formation in Foreign Jurisdiction for a foreign partnership
	Registration Date for a Foreign LP – the date they registered in Montana (This will be blank for a domestic entity)
	Term of Existence
	Duration Expiration Date
	Entity Status Description
	Entity Status Change Reason
	Business Mailing Address of Principal Office (7 columns)
	Tribal Designation
	Purpose – show first 100 characters of the free-format text
	State or Country of Jurisdiction
	Renewal Expiration Date
	Expiration Notice Date
Business Mailing Address in State of Formation	For Foreign LP/LLLP - Business Mailing Address of Office Required to be Maintained in State of Formation (7 columns) - For domestic entities this is not recorded so will always show 7 blank columns

Business Entity Type: Limited Partnerships (including LLLPs)	
Component	**Attribute**
Registered Agent	'AGENT' static value to indicate a record type As per Agent above.
General and Limited Partners	Role - active only; 'PRINCIPAL' static value to indicate a record type
	Business Entity Number – of parent record
	Partner Name: For individuals concatenate 'First Name' 'Middle Name' 'Last Name' For registered or non-registered entities show 'Entity Name'
	Position - Limited partner - General partner
	Partner Business Mailing Address (7 columns)
	Related Business Entity ID – if a registered entity

Business Entity Type: Limited Liability Partnerships	
Component	**Attribute**
Entity	'BE-LLP' – static value to indicate a business entity
	Business Entity Number
	Business Entity Name
	Business Entity Type
	Business Entity Sub Type – Limited Liability Partnership type
	Expiration Date
	Entity Status Description
	Entity Status Change Reason – this will only have a value when status is inactive
	Formation Date: • Formation Date in Montana for a domestic partnership • Date of formation in Foreign Jurisdiction for a foreign partnership
	Registration Date for a Foreign LLP – the date they registered in Montana (This will be blank for a domestic entity)
	Renewal Expiration Date
	Business Mailing Address of Principal Office (7 columns)
	Tribal Designation
	Purpose – show first 100 characters of the free-format text
	Counties – displayed for legacy LLP data
Partners – individuals and non-registered trusts (list by role, name)	Role - active only; 'PRINCIPAL' static value to indicate a record type
	Business Entity Number – of parent record
	Partner Name For individuals concatenate 'First Name' 'Middle Name' 'Last Name' For registered or non-registered entities show 'Entity Name'

Business Entity Type: Limited Liability Partnerships	
Component	**Attribute**
	Position – "Partner"
	Partner Business Mailing Address (7 columns)
	Related Business Entity ID – if a registered entity

Business Entity Type: Assumed Business Names	
Component	**Attribute**
Entity	'ABN' – static value to indicate a business name
	Business Entity Number
	Business Entity Name
	Registration Date
	Renewal Date
	Expiration Date
	Entity Status Description
	Entity Status Change Reason – this will only have a value when status is inactive
	Business Description – show first 100 characters of the free-format text
Owner	Role – active only 'OWNER' static value to indicate a record type
	Business Entity Number – of parent record
	Owner Name For individuals concatenate 'First Name' 'Middle Name' 'Last Name' For registered or non-registered entities show 'Entity Name'
	Owner Type
	Owner Address (7 columns)
	Related Business Entity ID – if a registered entity
Partners (list by name)	Role – active only 'PARTNER' static value to indicate a record type
	Business Entity Number – of parent record
	Partner Name For individuals concatenate 'First Name' 'Middle Name' 'Last Name' For registered or non-registered entities show 'Entity Name'

Business Entity Type: Assumed Business Names	
Component	**Attribute**
	Partner Business Mailing Address (7 columns)
	Related Business Entity ID – if a registered entity
Members (list by name)	Role – active only 'MEMBER' static value to indicate a record type
	Business Entity Number – of parent record
	Member Name For individuals concatenate 'First Name' 'Middle Name' 'Last Name' For registered or non-registered entities show 'Entity Name'
	Member Business Mailing Address (7 columns)
	Related Business Entity ID – if a registered entity

Business Entity Type: Foreign Business Names	
Component	**Attribute**
Entity	'FBN' – static value to indicate a foreign name registration
	Business Entity Number
	Business Entity Name
	Registration Date
	Renewal Date
	Expiration Date
	Entity Status Description
	Entity Status Change Reason – this will only have a value when status is inactive
	Business Type
	State or Country of Jurisdiction
	Date of organization/ incorporation – in overseas jurisdiction
	Business Description – show first 100 characters of the free-format text
	Business Mailing Address (7 columns)
Series Members –	Role - active only; 'PRINCIPAL' static value to indicate a record type Will only exist for Series LLC
	Business Entity Number – of parent record
	Series Member Name For individuals concatenate 'First Name' 'Middle Name' 'Last Name' For registered or non-registered entities show 'Entity Name'
	Position – 'Series Member'
	Series Member Business Mailing Address (7 columns) - This is not recorded so will always show 7 blank columns
	Related Business Entity ID – if a registered entity

Business Entity Type: Bonds	
Component	**Attribute**
For All Bond Entity Types	'B' – static value to indicate a bond
	Business Entity Number
	Business Entity Name
	Filing Date – of registration
	Entity Status Description
	Entity Status Change Reason – this will only have a value when status is inactive
	Inactive Date
Geophysical Exploration Surety Bond	Surety Bond Number
	Name of Surety
	State of Surety
	Bond Amount
Geophysical Exploration Security Agreement	Agreement Type
	Agreement Number
	Issuing Bank Name
	Issuing Bank Address
	Bond Amount
School Textbook Bond	Name of Surety
	Surety Bond Number
	Bond Amount – up to 2 decimal places
	Sealed Date
	Expiration Date
Montana Pesticide or Grain Act Bond	Type of Act

Business Entity Type: Bonds	
Component	**Attribute**
For All Bond Entity Types: Registrant Details	List active registrants only REGISTRANT
	Registrant Type
	Business Entity Number – of parent record
	Registrant Name For individuals concatenate 'First Name' 'Middle Name' 'Last Name' For registered or non-registered entities show 'Entity Name'
	Business Mailing Address (7 columns)
	Related Business Entity ID – if a registered entity
For All Bond Entity Types: Registrant Agent	'REGISTRANT_AGENT' static value to indicate an Agent record
	Business Entity Number – of parent record
	Registered Agent Name For individuals concatenate 'First Name' 'Middle Name' 'Last Name' For registered or non-registered entities show 'Entity Name'
	Registered Agent Business Mailing Physical Address (7 columns)
	Registered Agent Business Mailing Postal Address (7 columns)

Business Entity Type: Trademark	
Component	**Attribute**
Entity	'TM' – static value to indicate a trademark
	Business Entity Number
	Business Entity Name
	Expiration Date
	Entity Status Description
	Entity Status Change Reason – this will only have a value when status is inactive
	Filing Date – of registration
	Notice Date - date renewal was sent
TM Usage	Date of First Use Montana
	Date of First Use Anywhere
	Renewal Date
	Class Code
	Description of Goods
	Manner of Use
Owner	'OWNER' static value to indicate a record type
	Business Entity Number – of parent record
	Owner Name For individuals concatenate 'First Name' 'Middle Name' 'Last Name' For registered or non-registered entities show 'Entity Name'
	Owner Type
	Owner Address (7 columns)
	Related Business Entity ID – if a registered entity
Partners (list by name)	Role – 'Partner' 'PARTNER' static value to indicate a record type

Business Entity Type: Trademark	
Component	**Attribute**
	Business Entity Number – of parent record
	Partner Name For individuals concatenate 'First Name' 'Middle Name' 'Last Name' For registered or non-registered entities show 'Entity Name'
	Partners Business Mailing Address (7 columns) - This is not recorded so will always show 7 blank columns
	Related Business Entity ID – if a registered entity