



District of Columbia Government
Corporations Division

Service of Process Action Form.
Form GN-6, Ver. 5, September 2023

This form can only be used to serve the defendant – domestic or foreign filing entity if plaintiff or his representative have exhausted all the means to serve domestic or foreign filing entity as prescribed under D.C. Code § 29-104.12

Table with 2 columns: ENTITY TYPE / AUTHORITY and FILING FEE. Row 1: Domestic or Foreign Filing Entity: § 29–104.12. Refer to Corporate Fee Schedule posted online;

Under the provisions of the Title 29 of D.C. Code (Business Organizations Act), the plaintiff identified below is serving the defending domestic or foreign filing entity and for that purpose submits the statement below.

1. Plaintiff's Name

2. Plaintiff's Address

3. Defending Domestic or Foreign Filing Entity's Name (give file# if known)

4. Defending Domestic or Foreign Filing Entity's Address

5. One of the following conditions applies (must select one)
Represented entity failed to appoint or maintain a registered agent in the District; or
A represented entity's registered agent in the District cannot with reasonable diligence be found.

6. Duplicate copies of the process, notice, or demand are submitted along with this form.
If you sign this form you agree that anyone who makes a false statement can be punished by criminal penalties of a fine up to \$1000, imprisonment up to 180 days, or both, under DCOC § 22-2405;

7. Name of the Plaintiff or Authorized Person
7A. Signature of the Plaintiff or Authorized Person

Mail all forms and required payment to: Department of Licensing and Consumer Protection, Corporations Division, PO Box 712300, Philadelphia, PA 19171-2300, Phone: (202) 442-4432
Many corporate filings are available online. Go to our CorpOnline site at https://corponline.dlcp.dc.gov and sign in with Access DC to proceed. Online filings are paid by credit card.