

BCS Online Filing Portal User Guide



Uniform Commercial Code (UCC) Filing Module

Last Updated: June 2026



Arkansas Secretary of State
Cole Jester

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1. Getting Started with the Online Filing Portal

Before using the online filing portal, you'll need to create an account.

Important: If you had an account in the old online system before June 2, 2026, you'll need to create a new account.

Step 1: Go to the Login Page

- Visit the online portal: <https://bcs.sos.arkansas.gov>
- Click **Login** (top right corner).



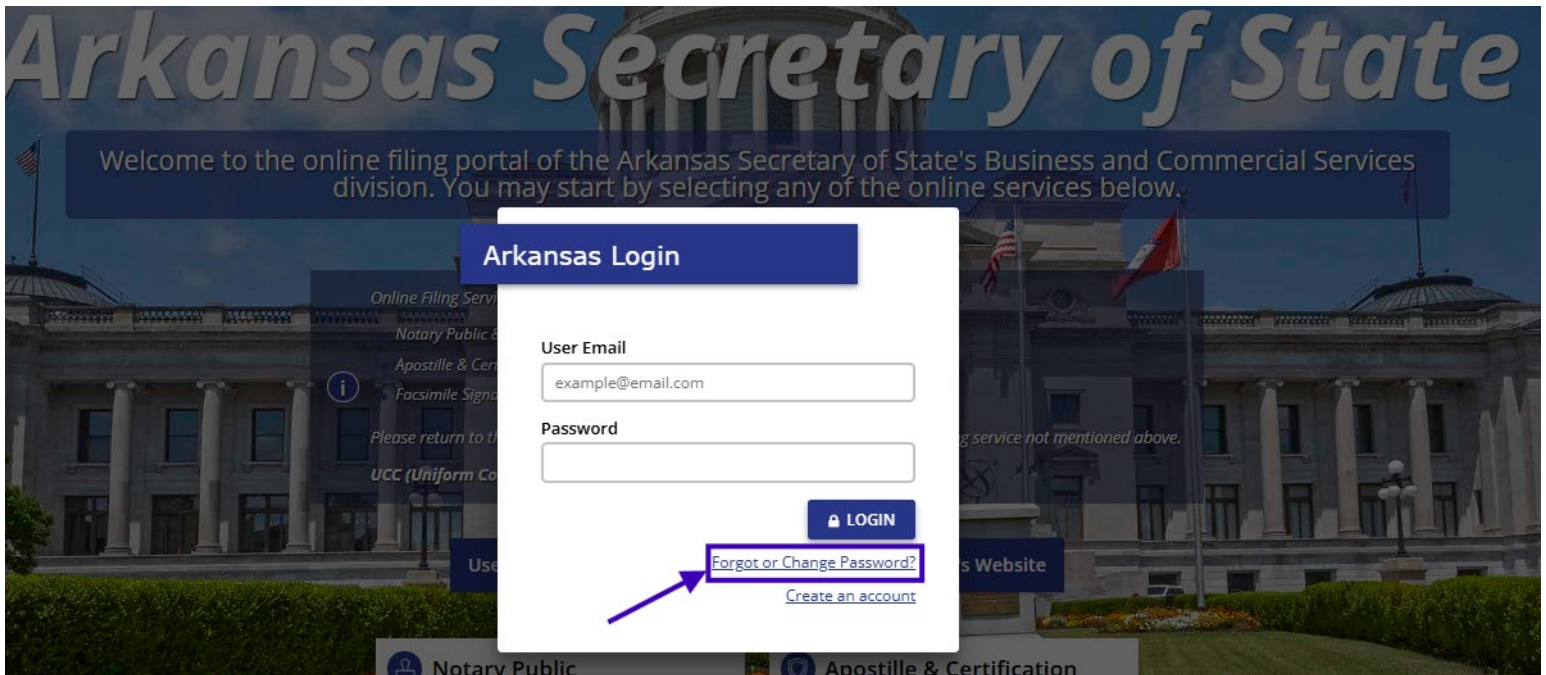
Step 2: Sign In or Create Your Account

If you already have an account:



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- Enter your **Email** and **Password**.
- Forgot your password? Click "**Forgot or Change Password**" and follow the instructions to reset it. (Note – When you receive the email to reset your password, you may see the login screen popup on the page. Simply close the popup by clicking the "X" in the top right corner of the page.)



If you need to create an account:

- Click **Create an account**.
- Fill in all required fields.
- Create a password that meets the listed security requirements.

Note: Your password will expire every 90 days. You'll receive an email reminder a week before it expires. At any time you may reset your password by clicking "Forgot or Change Password?"

(see image on next page)



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A screenshot of the "Create Arkansas Account" form overlaid on a background image of the Arkansas State Capitol building. The form includes fields for First name (John), Last name (Doe), Email (example@email.com), Phone (###-###-####), Password, and Confirm Password. A "CREATE ACCOUNT" button is at the bottom right of the form, and a link for "Login with existing account" is below it. The background text includes "Arkansas Secretary of State", "Welcome to the online filing portal", "Notary Public", "Apostille & Cert", "Facsimile Sign", "UCC (Uniform Co", "Please return to", "Use", "Notar", "Online filings", "Free Notary P", "Notary Public", "s Business and Commercial Services", "ne services below.", "g service not mentioned above.", "s Website", "ertification", "ings sent on:", "erification", "rochure".

Create Arkansas Account

First name: Last name:

Email:

Phone:

Password:

- Must be at least 12 characters
- Must contain at least 1 uppercase letter
- Must contain at least one lowercase letter.
- Must contain at least one number.
- Must contain at least one special character (!"#%&'()*+,-./:;<=>?)

Confirm Password:

CREATE ACCOUNT

[Login with existing account](#)

Step 3: Complete Account Setup

- After filling in your information, click **Create Account**.
- You'll be returned to the Login page. Sign in using your new credentials.

If you run into any issues, contact our office: Phone: (501) 682-3409



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2. Frequent Payor Accounts and Online Payments

A **Frequent Payor Account (FPA)** allows customers to maintain funds on deposit with the Arkansas Secretary of State for payment of Uniform Commercial Code (UCC) filings. Funds deposited into an FPA may be used for both online and in-office UCC filings.

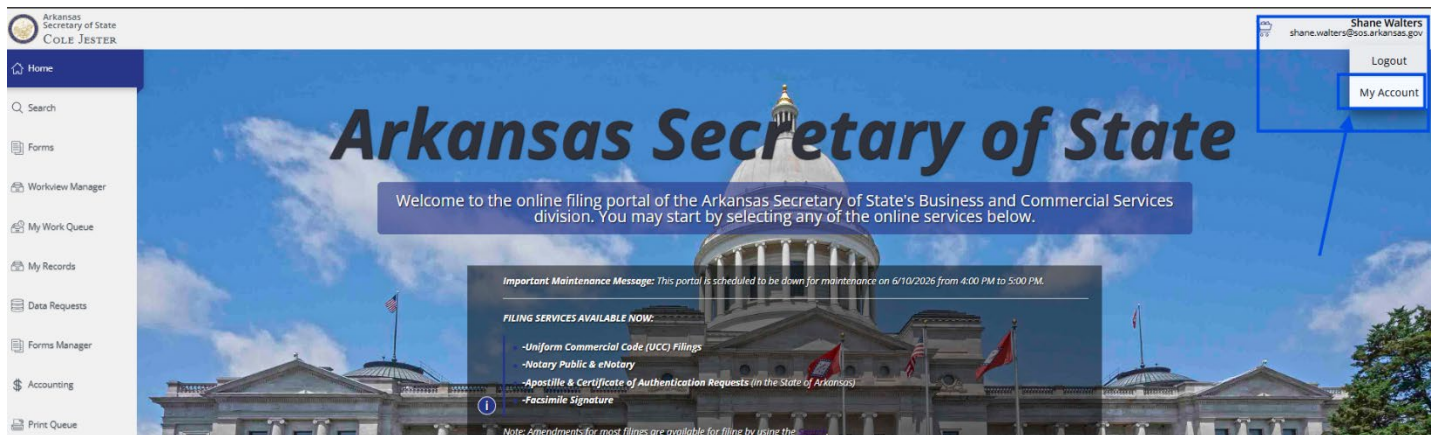
Important Note - To use a Frequent Payor Account:

- An FPA must first be established with the Arkansas Secretary of State's office.
- Your online portal account must be linked to an existing FPA by the Arkansas Secretary of State's office.
- You must be logged into the online filing portal.

If you need to establish an FPA or have your user account linked to an existing FPA, please contact the Secretary of State's Business and Commercial Services Division.

Step 1: Access Your Frequent Payor Account

1. Log into the online filing portal.
2. Click your account information in the upper-right corner of the screen.
3. Select My Account.

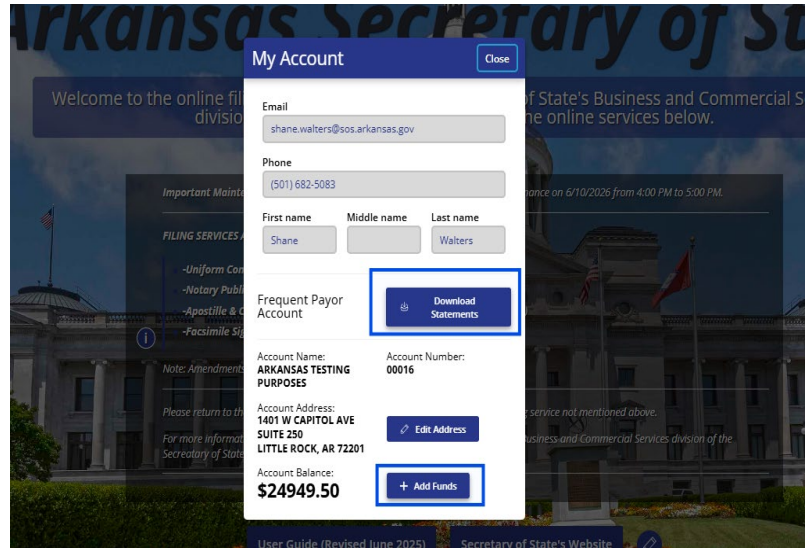




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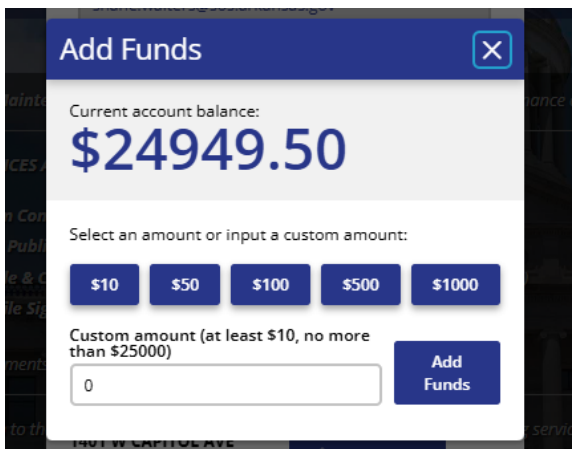
The My Account page displays:

- Account balance
- Contact information
- Account name and account number
- Account address
- Customers may select Download Statements to view and download available monthly account statements.
- Add Funds



Step 2: Add Funds to Your Frequent Payor Account

To add funds to your FPA:



1. From the My Account page, select + Add Funds.
2. Select one of the predefined funding amounts or enter a custom amount.
3. Select Add Funds.



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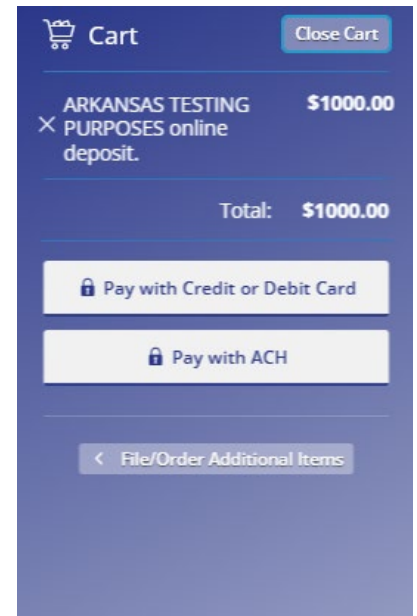
Step 3: Complete Payment

After selecting Add Funds, the payment will be placed in your web cart.

You may choose one of the following payment methods:

- Credit Card
- Debit Card
- ACH (Electronic Check)

1. Review the amount displayed in the cart.
2. Select your preferred payment method.
3. Complete the payment information.
4. Submit your payment.



IMPORTANT PAYMENT PROCESSING INFORMATION:

If you begin a payment transaction and exit the payment screen before the transaction is completed, the payment may remain in a pending status.

This can occur if:

- You close the payment window.
- You select Cancel during the Enter Payment Information page.
- You navigate away from the payment page before the transaction finishes processing.

(Image on Next Page)



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Enter Payment Information

Cancel

Cards Accepted



CREDIT CARD INFORMATION

Name on Card

SHANE TEST

Card Number

4111 1111 1111 1111

VISA

Expiration Date

01/32

MM / YY

Security Code

What is this?

BILLING INFORMATION

Street 1

Street 2

When this occurs:

- A pending payment message will be displayed (see image below).
- Payment buttons in the cart will be temporarily unavailable.

Important Note: Please allow approximately one hour for the pending transaction to clear before attempting payment again.

Important Maintenance Message: This portal is scheduled to be down for maintenance on 6/10/2026 from 4:00 PM to 5:00 PM.

FILING SERVICES AVAILABLE NOW:

- Uniform Commercial Code (UCC)
- Notary Public
- Apostille & Certification
- Facsimile Signatures

My Account [Close]

Email: danielwalters889@gmail.com

Phone: (222) 222-2222

First name	Middle name	Last name
Daniel		Walters

Frequent Payor Account [Download Statements]

Account Name: ARKANSAS TESTING PURPOSES Account Number: 00016

Account Address: 1401 W CAPITOL AVE SUITE 250 LITTLE ROCK, AR 72201 [Edit Address]

Account Balance: \$25949.50 [Add Funds]

Cart [Close Cart]

- ARKANSAS TESTING PURPOSES online deposit. \$100.00

Total: \$100.00

Pay with Credit or Debit Card

Pay with ACH

[File/Order Additional Items]

You currently have a pending payment. Please allow 1-2 hours for your payment to process. If you continue to have issues, please contact our office at 501-682-3409. [Close]



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Using Your Frequent Payor Account to Pay for Filings

When submitting an eligible UCC filing, users with available FPA funds will see an additional payment option in the shopping cart.

1. Complete and submit your filing.
2. Review the shopping cart.
3. Select Pay with Frequent Payor Account.

The system will display your current FPA balance and deduct the filing fee from the available funds.

The screenshot shows a web interface for filing a 'Lien Information Request (UCC 11 Copies Request)'. On the left, there is a checklist of steps: Submitter, Search Information, Filing Fee, Confirm, and Submit Request. A 'File Online' button is visible. The main content area contains instructions for filing online and a note about monitoring the status in the 'My Work Queue'. On the right, a shopping cart is displayed with a 'Close Cart' button. The cart contains one item: 'Lien Information Request - 0000004363' for \$6.00, with a total of \$6.00. Below the cart, the account balance is shown as \$25949.50. A blue box highlights the 'Pay with Frequent Payor Account' button, which is accompanied by a lock icon. Below this button, there is a message: 'Funds may be added by visiting "My Account"'. Other payment options include 'Pay with Credit or Debit Card' and 'Pay with ACH'. A blue arrow points from the 'Pay with Frequent Payor Account' button in the cart to the 'File Online' button in the main content area.

Note: The Pay with Frequent Payor Account option is only available when sufficient funds are available in the account.

FAQ: Why don't I see the Pay with Frequent Payor Account button?

- Your user account is not linked to an FPA.
- The FPA balance is insufficient.
- The filing type does not support FPA payment.



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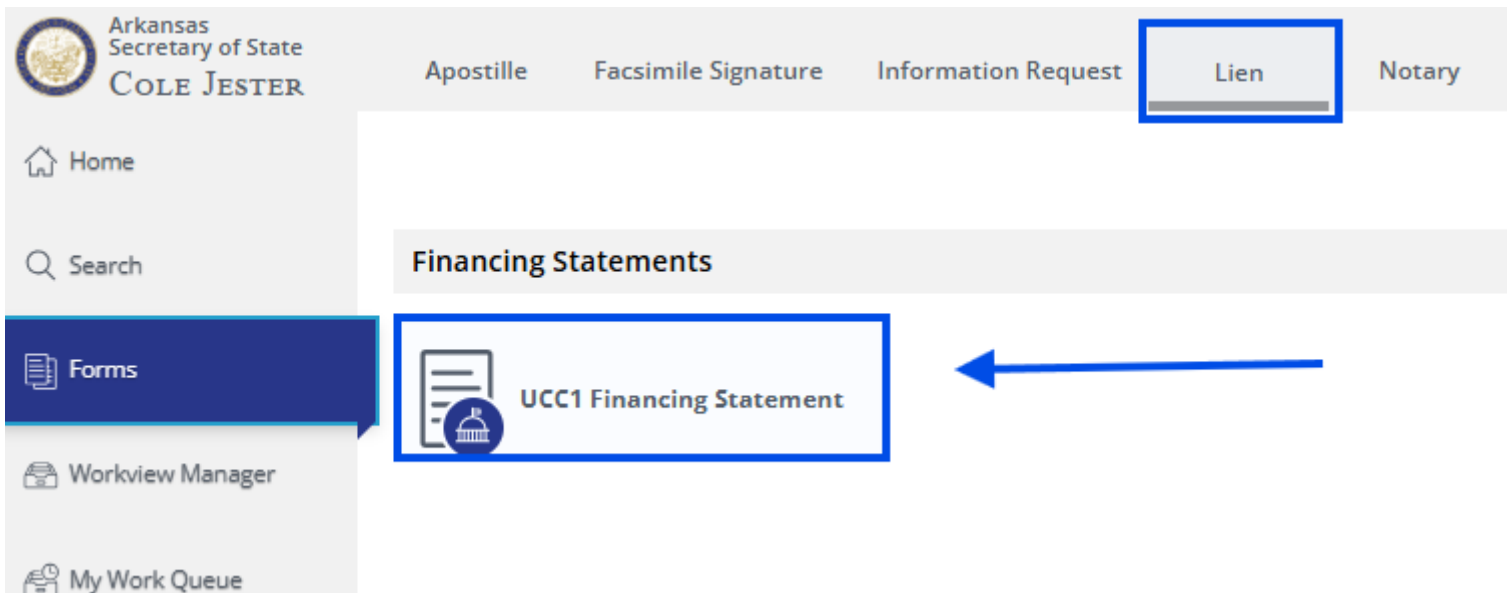
3. Filing a UCC1 Online

Important Note:

You must be logged into the portal in order to submit a UCC1 filing.

Step 1: Open the UCC1 Filing Form

1. Log into the online filing portal (<https://bcs.sos.arkansas.gov/>).
2. Select [Forms](#) from the navigation menu.
3. Select the Lien tab.
4. Select UCC1 Financing Statement.





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Step 2: Complete Submitter Information

The Submitter section identifies the person or organization submitting the filing. Users may provide submitter information in one of two ways:

Option 1: Search for an Existing Submitter

1. Enter search criteria in the Submitter Search field.
2. Select Search.
3. Choose the desired submitter from the available results.

The screenshot shows the 'UCC1 Financing Statement' form. On the left is a navigation menu with 'Submitter' selected. The main content area is titled 'Uniform Commercial Code Financing Statement (UCC1) - General Information'. Below this, there is a 'Submitter Information' section containing a checkbox 'Uncheck this box if you have not filed a UCC online before.' and a 'Submitter Search' field with a 'Q Search' button. The 'Filer contact information' section is partially visible at the bottom.

This screenshot shows the 'Submitter Information' section of the form with manual entry fields. It includes a checkbox 'Uncheck this box if you have not filed a UCC online before.' followed by the instruction 'Please enter your name and full address below.' The fields include: Name, Address (with a location pin icon), STE/APT/FL, Attention, City, State (dropdown), ZIP code, and Country (dropdown set to 'United States').

Option 2: Enter Submitter Information Manually

If the submitter has not been previously used:

1. Uncheck the checkbox located in the Submitter Information section.
2. Enter all required submitter information.
3. Select Next Step.

After the filing is submitted, the submitter information entered will become available for future searches.



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Step 3: Add Debtor Information

1. Select Add.
2. Enter the debtor information.
3. Save the debtor record.
4. Repeat as needed for additional debtors.

Enter the debtor name exactly as required. Do not omit, abbreviate, or modify any part of the debtor's legal name.

UCC1 Financing Statement

Submitter

Debtors

Secured Parties

Collateral

Additional Info

Filing Fee

Confirmation

File Document

Debtors Help ?

Enter Debtor's correct name. Do not omit, modify, or abbreviate any part of the Debtor's name. Provide one debtor name per line (individual or organization). Enter the mailing address for every Debtor listed in this section.

Click the "Help?" button in the top right corner of this form for more information regarding entering Debtor information.

DEBTOR'S NAME	MAILING ADDRESS	
+ SHANE TEST	1235 OAK ST CONWAY, AR 72034	Copy Delete

**Click on row to edit entry*

Add

Step 4: Add Secured Party Information

1. Select Add.
2. Enter the secured party information.
3. Save the secured party record.
4. Repeat as needed for additional secured parties.

UCC1 Financing Statement

Submitter

Debtors

Secured Parties

Collateral

Additional Info

Filing Fee

Confirmation

File Document

Secured Parties Help ?

(or name of assignee of assignor secured party)

A secured party may be added (by selecting add), edited (by selecting the address to be changed), or removed (by selecting delete) below:

SECURED PARTY'S NAME	MAILING ADDRESS	Assignor	
+ ARKANSAS TESTING ORGANIZATION	4100 W CAPITOL AVE LITTLE ROCK, AR 72201	No	Copy Delete

**Click on row to edit entry*

Add

Once all debtor and secured party information has been entered, click Next Step to proceed to the Collateral section.



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Important Note about Collateral:

- Filing fees are \$16.00 plus \$0.50 per uploaded page.
 - Attachments increase filing fees.
- Certain collateral keywords entered in the text field may require review by filing office staff before approval.
- Filings submitted with collateral attachments require review by filing office staff before approval.
- Collateral descriptions are not indexed for search purposes and cannot be searched directly.

Step 5: Provide Collateral Information

Users may provide collateral in one of two ways:

Option 1: Enter Collateral as Text

1. Select: *The collateral is fewer than 1,000 characters and will be entered as text.*
2. Then enter the collateral description in the text box provided.

Option 2: Upload Collateral as an Attachment

1. Select: *In an attachment*
2. Then upload a PDF attachment.

Attachment requirements:

- PDF format only
- Maximum file size: 30 MB



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Step 6: Complete Additional Information

Complete all required fields in the Additional Information section.

Depending on your filing, this may include:

- Designation information
- Alternative designation information
- Optional filer reference data
- Other required filing information

Select Next Step when finished.

Submitter Information	
Uncheck this box if you have not filed a UCC online before.	Yes
Submitter Search	ARKANSAS SECRETARY OF STATE ACCOUNT Submitter Address STATE CAPITOL, LITTLE ROCK, AR 72201
Filer contact information	
Contact Name	
Phone Number	
Email Address	

Step 7: Review Filing Information

The Confirmation page displays all information entered during the filing process.

1. Review all declarations and acknowledgements.
2. Select any required confirmation checkboxes.
3. Verify all debtor, secured party, collateral, and designation information.
4. Carefully review all filing information.

Important: Filing fees paid through the online portal are non-refundable.



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Step 8: Submit and Pay

Select File Online to submit the filing.

Available payment methods include:

- Credit Card or Debit Card
- ACH
- Frequent Payor Account (if configured and funded)

Cart Close Cart

X UCC - 98260043645 **\$16.50**

Total: \$16.50

Account Balance: **\$25949.50**

Pay with Frequent Payor Account

Funds may be added by visiting "My Account".

Pay with Credit or Debit Card

Pay with ACH

[File/Order Additional Items](#)

UCC1 Financing Statement Help?

- Submitter
- Debtors
- Secured Parties
- Collateral
- Additional Info
- Filing Fee
- Confirmation
- File Document

File Online

By selecting **File Online**, you are allowing your form to be submitted to the Arkansas Secretary of State's office. Please note, if you exit the form without saving a draft or submitting the form, you will lose your progress. Your filing fee can be paid via credit/debit card on the next page.

Please note: Any filing fees paid in the online portal are non-refundable. Any filing that is rejected must be resubmitted and the subsequent filing fee must be paid as well.

Once you have provided payment information with the payment processor, it is very important to wait until you are redirected back to the AR SOS online filing portal.

Please allow up to 3-5 business days for processing. When your filing is processed, you may go to My Lien Work Queue to view and print your document(s). You may monitor the progress of your filing from your Work Queue as well.

Please direct any questions to our office at (501) 682-3409.

Save Draft Previous Step **File Online**

IMPORTANT PAYMENT PROCESSING INFORMATION:

If you begin a payment transaction and exit the payment screen before the transaction is completed, the payment may remain in a pending status.

This can occur if:

- You close the payment window.
- You select Cancel during the Enter Payment Information page.
- You navigate away from the payment page before the transaction finishes processing.

(Image on Next Page)



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Enter Payment Information Cancel

Cards Accepted



CREDIT CARD INFORMATION

Name on Card

SHANE TEST

Card Number

4111 1111 1111 1111

VISA

Expiration Date

01/22

MM / YY

Security Code

What is this?

BILLING INFORMATION

Street 1

Street 2

When this occurs:

- A pending payment message will be displayed (see image below).
- Payment buttons in the cart will be temporarily unavailable.

Important: Please allow approximately one hour for the pending transaction to clear before attempting payment again.

My Account

Email: dan@waters88@gmail.com

Phone: (222) 222-2222

First name: Daniel Middle name: Last name: Walters

Frequent Payor Account: [Download Statements](#)

Account Name: ARKANSAS TESTING PURPOSES Account Number: 00016

Account Address: 1401 W CAPITOL AVE SUITE 250 LITTLE ROCK, AR 72201 [Edit Address](#)

Account Balance: **\$25949.50** [Add Funds](#)

Cart [Clear Cart](#)

ARKANSAS TESTING PURPOSES online deposit. **\$100.00**

Total: **\$100.00**

[Pay with Credit or Debit Card](#)

[Pay with ACH](#)

[View Order Additional Fees](#)

You currently have a pending payment. Please allow 1-2 hours for your payment to process. If you continue to have issues, please contact our office at 501-682-3409.



Step 9: Track Your Filing

After submission, filing status and documents may be viewed in the My Lien Work Queue.

1. Select the Lien tab.
2. Open My Lien Work Queue.
3. Locate your filing.

The screenshot shows the 'My Lien Work Queue' interface. At the top, there are navigation tabs: Apostille, Facsimile Signature, Information Request, Lien (highlighted), and Notary. Below the tabs is a search bar labeled 'Search My Work Queue' and a 'Results: 0' indicator. The main content is a table with the following columns: Form Information, File Number, Optional Filer Reference Data, Status, Status Date, Submission Date, and Actions. The table contains three rows of filings, all with a status of 'Approved'. To the right of the table is a sidebar titled 'UCC' with a close button (X). Under the sidebar, there is a section 'Available Downloads:' with four items: Receipt Detail (06/11/2026), UCC1 Financing Statement (06/11/2026), Lien Filing Acknowledgement Letter (06/11/2026), and UCC1 Form IACA (06/11/2026).

Form Information	File Number	Optional Filer Reference Data	Status	Status Date	Submission Date	Actions
UCC Lien Financing Statement - First Debtor: SHANE TEST	98260043652		Approved	06/11/2026	06/11/2026	[Download] [Print]
UCC Lien Financing Statement - First Debtor: SHANE TEST	98260043645		Approved	06/11/2026	06/11/2026	[Download] [Print]
UCC Lien Amendment	98260037738		Approved	06/10/2026	06/10/2026	[Download] [Print]
UCC						[Download] [Print]

Available documents may include:

- Receipt Detail
- UCC1 Financing Statement
- Lien Filing Acknowledgement Letter
- UCC1 Form IACA

Important Note: Filings requiring staff review may remain in a pending status until reviewed by the filing office.



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4. Filing a UCC3 Online

Important Note:

- You must be logged into the online portal in order to submit a UCC3 filing.
- There is no Save Draft option for a UCC3 filing.
- Only one amendment action may be selected per UCC3 filing.
- Filing fees are \$6.00 plus \$0.50 per uploaded page.
- Additional attachments increase filing fees.

Step 1: Open the UCC3 Filing Form

There are two ways to begin a UCC3 filing.

Option 1: From My Lien Records

If you originally filed the UCC1 Financing Statement, you may file amendments directly from your My Lien Records page.

1. Select My Lien Records.
2. Locate the financing statement.
3. Select the record.
4. Select File Amendment.

Form Information	File Number	Status	Filing Date	Lapse Date	Actions
UCC First Debtor: HAVARD, STEPHEN - HOT SPRINGS, AR	40000260295472	Active	10/26/2022 2:17 PM	10/26/2027 2:17 PM	[Icon]
UCC First Debtor: TEST, SHANE - LITTLE ROCK, AR	98260018753	Active	6/5/2026 8:27 AM	6/5/2031 8:27 AM	[Icon]
UCC First Debtor: TEST, SHANE - LITTLE ROCK, AR	98260037704	Active	6/10/2026 9:43 AM	6/10/2031 9:43 AM	[Icon]
UCC First Debtor: TEST, SHANE - CONWAY, AR	98260043645	Active	6/11/2026 2:22 PM	6/11/2031 2:22 PM	[Icon]
UCC First Debtor: TEST, SHANE - CONWAY, AR	98260043652	Active	6/11/2026 2:25 PM	6/11/2031 2:25 PM	[Icon]
UCC First Debtor: TEST, SHANE - CONWAY, AR	98260048743	Active	6/12/2026 8:11 AM	6/12/2031 8:11 AM	[Icon]

Record Information

Record Number: 98260037704

Debtor Name: TEST, SHANE

Debtor Address: 1401 W CAPITOL, LITTLE ROCK, AR 72201, United States

Secured Party Name: ARKANSAS TESTING SOLUTION

Secured Party Address: 4100 W MAIN ST, LITTLE ROCK, AR 72201, United States

View History

Option 2: From Public Lien Search

If you did not file the original UCC1 Financing Statement, you may locate the financing statement through the public lien search.

1. Select Search.
2. Search for the financing statement.
3. Select the desired record.
4. Select File Amendment.

(see image on next page)

Filing a UCC3 Online



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Lien Search

As of 6/12/2026 we have processed all UCC documents received in our office through 6/11/2026. **Disclaimer:** The results returned by this search may not represent all records matching the search criteria. Additional records may exist and are not displayed. The scope of a UCC1 search includes all active and unexpired records matching the search criteria. [You may complete a certified UCC1 search here](#)

98260037704

File Number	Debtor	Filing Type	Secured Party	Status	Filing Date	Lapse Date	Page Count
98260037704	TEST, SHANE - LITTLE ROCK, AR	Lien Financing Statement	ARKANSAS TESTING SOLUTION - LITTLE ROCK, AR	Active	6/10/2026 9:43 AM	6/10/2031 9:43 AM	1

Document Type: Record Information
Record Number: 98260037704
Debtor Name: TEST, SHANE
Debtor Address: 1401 W CAPITOL, LITTLE ROCK, AR 72201, United States
Secured Party Name: ARKANSAS TESTING SOLUTION
Secured Party Address: 4100 W MAIN ST, LITTLE ROCK, AR 72201, United States

Step 2: Complete Submitter Information

The Submitter section identifies the person or organization submitting the amendment. Complete the Submitter Information section in the same manner as a UCC1 Financing Statement filing.

- Search for an existing submitter, or
- Enter submitter information manually.

Select Next Step when finished.

Please have all information required to file this amendment. There is no "Save Draft" option for this filing.

[UCC FAQs](#)

Submitter Information

Uncheck this box if you have not filed a UCC online before.

Submitter Search
SOS
Submitter Address
STATE CAPITOL, ROOM 256, LITTLE ROCK, AR 72201

Filer contact information

Contact Name
Phone Number

Next Step

UCC3 Financing Statement Amendment

Submitter
 Amendment Action
 Filing Fee
 Confirm
 File Document

Amendment Information

Initial Financing Statement File Number

Date Filed
MM/DD/YYYY Today

Amendment Actions

Note: Continuation is only an available action if the lien is within 180 days of lapse.
Please select at least one of the following actions:

Termination
 Assignment
 Debtor Amendment
 Secured Party Amendment
 Collateral Amendment
 You must select an action to proceed

Additional Pages

Please enter the total number of pages attached to the UCC3*
\$0.50 charge per page attached

Save Draft Preview Form Import Export Previous Step Next Step

Step 3: Select an Amendment Action

Note: A UCC3 may only contain one amendment action per filing.

Available amendment actions include:

- Debtor Amendment
- Secured Party Amendment
- Collateral Amendment
- Assignment
- Continuation
- Termination



Step 4: Complete Amendment-Specific Information

See the following chapters for amendment-specific instructions:

[4.1. Debtor Amendment: Page 25](#)

[4.2. Secured Party Amendment: Page 28](#)

[4.3. Collateral Amendment: Page 31](#)

[4.4. Termination: Page 33](#)

[4.5. Continuation: Page 34](#)

[4.6 Assignment: Page 35](#)

Step 5: Review Filing Information

The Confirmation page displays all information entered during the filing process.

1. Review all declarations and acknowledgements.
2. Select any required confirmation checkboxes.
3. Verify all debtor, secured party, collateral, and designation information.
4. Carefully review all filing information and then select Next Step.

UCC3 Financing Statement Amendment

Submitter
 Amendment Action
 Filing Fee
 Confirm
 File Document

Declarations Help?

I have reviewed the information submitted as part of this online form. I understand that it is public information and will appear exactly as I have entered it.*

I verify that I am authorized to submit this document and that the information I am submitting is true in all material respects. In lieu of the foregoing statement, as a service company or law firm representative, I verify that I am authorized to submit this document on behalf of the above-named client.*

I acknowledge that I have electronically submitted this document.*

Confirm

Review your submission below to confirm the information is exactly as it is to appear on the records of the New Mexico Secretary of State.

Amendment Action	
Amendment Information	
Initial Financing Statement File Number	98260037704
Date Filed	06/10/2026
Amendment Actions	
Termination	Yes

Previous Step Next Step

Important Note: Filing fees paid through the online portal are non-refundable



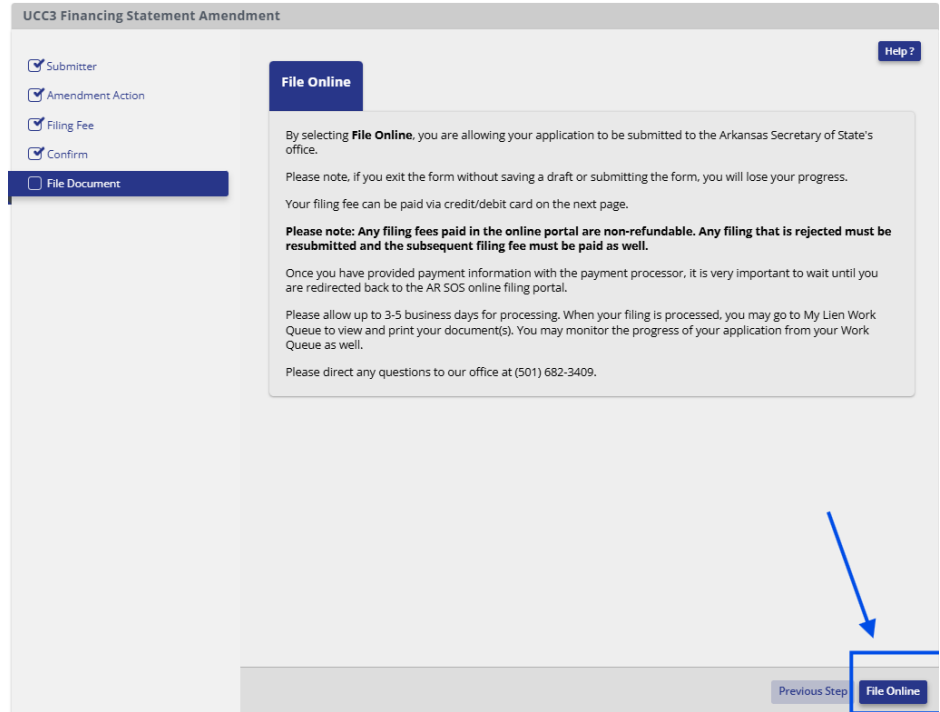
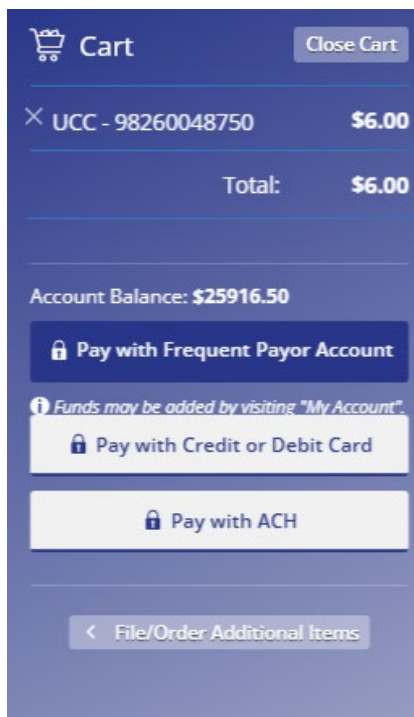
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Step 6: Submit and Pay

Select File Online to submit the filing.

Available payment methods include:

1. Credit Card or Debit Card
2. ACH
3. Frequent Payor Account (if configured and funded)



IMPORTANT PAYMENT PROCESSING INFORMATION:

If you begin a payment transaction and exit the payment screen before the transaction is completed, the payment may remain in a pending status.

This can occur if:

- You close the payment window.
- You select Cancel during the Enter Payment Information page.
- You navigate away from the payment page before the transaction finishes processing.

(Image on Next Page)



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Enter Payment Information Cancel

Cards Accepted

CREDIT CARD INFORMATION

Name on Card
SHANE TEST

Card Number
4111 1111 1111 1111 VISA

Expiration Date
01/31 MM / YY

Security Code [What is this?](#)

BILLING INFORMATION

Street 1 Street 2

When this occurs:

- A pending payment message will be displayed (see image below).
- Payment buttons in the cart will be temporarily unavailable.

Important: Please allow approximately one hour for the pending transaction to clear before attempting payment again.

My Account

Email: dan@waters009@gmail.com

Phone: (222) 222-2222

First name: Daniel Middle name: Last name: Walters

Frequent Payor Account: [Download Statements](#)

Account Name: ARKANSAS TESTING PURPOSES Account Number: 00016

Account Address: 1401 W CAPITOL AVE SUITE 250 LITTLE ROCK, AR 72201 [Edit Address](#)

Account Balance: \$25949.50 [Add Funds](#)

Cart [Close Cart](#)

ARKANSAS TESTING PURPOSES online deposit \$100.00

Total: \$100.00

[Pay with Credit or Debit Card](#)

[Pay with ACH](#)

[View Cart](#) [Add More Items](#)

You currently have a pending payment. Please allow 1-2 hours for your payment to process. If you continue to have issues, please contact our office at 501-682-3409.



Step 7: Track Your Filing

After submission, filing status and documents may be viewed in the My Lien Work Queue.

The screenshot shows the 'Arkansas Secretary of State COLE JESTER' website. The navigation menu includes 'Apostille', 'Facsimile Signature', 'Information Request', 'Lien', and 'Notary'. The 'Lien' tab is selected. The main content area is titled 'My Lien Work Queue' and contains a table of filings. A blue box highlights the first row of the table. A dropdown menu is open for the first row, showing 'Available Downloads' for a 'UCC Lien Amendment' filing.

Form Information	File Number	Optional Filer Reference Data	Status	Status Date	Submission Date	Actions
UCC Lien Amendment	98260048750		Approved	06/12/2026	06/12/2026	[Icons]
UCC Lien Financing Statement - First Debtor: SHANE TEST	98260048743		Approved	06/12/2026	06/12/2026	[Icons]
UCC Lien Financing Statement - First Debtor: SHANE TEST	98260043652		Approved	06/11/2026	06/11/2026	[Icons]
UCC Lien Financing Statement - First Debtor: SHANE TEST	98260043645		Approved	06/11/2026	06/11/2026	[Icons]

Available Downloads:

- Receipt Detail 06/12/2026
- UCC3 Financing Statement Amendment 06/12/2026
- Lien Amendment Acknowledgement Letter 06/12/2026
- UCC3 Form IACA 06/12/2026

Available documents may include:

- Receipt Detail
- UCC3 Financing Statement Amendment
- Lien Amendment Acknowledgement Letter
- UCC3 Form IACA

Important Note: Filings requiring staff review may remain in a pending status until reviewed by the filing office.



Arkansas Secretary of State Cole Jester

4.1 Debtor Amendment

Use a Debtor Amendment when adding, modifying, or removing debtor information associated with a financing statement.

Complete Steps 1-3 in Chapter 4 (Filing a UCC3 Online) before proceeding.

Select the Specific Debtor Amendment

In the Amendment Action section, select Debtor Amendment.

Choose the desired debtor action:

1. Add Debtor(s)
2. Edit Debtor(s)
3. Delete Debtor(s)

The screenshot shows the 'UCC3 Financing Statement Amendment' form. On the left, the 'Amendment Action' section has 'Debtor Amendment' selected. The main form area shows 'Amendment Information' with fields for 'Initial Financing Statement File Number' (98260037704) and 'Date Filed' (06/10/2026). Below this, the 'Amendment Actions' section has 'Debtor Amendment' selected, and under 'Debtor Action', 'Add Debtor(s)' is selected. There are also sections for 'UCC3 Addendum' and 'Optional Filer Reference Data'.

This screenshot shows the 'Debtor Add' section of the form. It includes a table for entering debtor information:

DEBTOR'S NAME	MAILING ADDRESS
	None

Below the table is an 'Add' button. The form also includes a 'UCC3 Addendum' section with a checkbox to check if fields 15-18 are required.

Debtor Amendment Action 1: Adding a Debtor

If you need to add a debtor:

1. Select Add Debtor(s).
2. Select Add.
3. Enter the debtor information.
4. Save the debtor record.



Debtor Amendment Action 2: Editing a Debtor

If you need to modify an existing debtor:

1. Select *Edit Debtor(s)*.
2. Locate the debtor in the *Debtor Edit* table.
3. Select the debtor record.
4. Update the debtor information.
5. Save the changes.

The screenshot shows the 'UCC3 Financing Statement Amendment' form. On the left, there is a navigation menu with options: Submitter, Amendment Action (highlighted in blue), Filing Fee, Confirm, and File Document. The main form area is titled 'Amendment Information' and includes fields for 'Initial Financing Statement File Number' (98260037704) and 'Date Filed' (06/10/2026). Below this is the 'Amendment Actions' section with radio buttons for 'Debtor Amendment' (selected), 'Add Debtor(s)', 'Edit Debtor(s)', and 'Delete Debtor(s)'. The 'Debtor Edit' section is highlighted with a blue box and contains a table with one row: SHANE TEST, 1401 W CAPITOL, LITTLE ROCK, AR 72201. A blue arrow points from the left margin to the 'Debtor Edit' section. At the bottom, there is a 'UCC3 Addendum' section with a checkbox and 'Previous Step' and 'Next Step' buttons.

Important Debtor Amendment Information

Under IACA UCC filing rules:

- The filing office does not remove historical debtor or secured party information from the UCC information management system when an amendment is filed.
- A debtor amendment creates an amendment record associated with the financing statement.
- Even when a debtor is deleted through a debtor amendment, the original debtor information remains part of the filing history.
- Deleting a debtor through a debtor amendment does not terminate the financing statement.



Debtor Amendment Action 3: Deleting a Debtor

If you need to remove a debtor:

1. *Select Delete Debtor(s).*
2. *Locate the debtor in the Debtor Delete table.*
3. *Select Delete next to the appropriate debtor.*

The screenshot shows the 'UCC3 Financing Statement Amendment' form. On the left, a sidebar contains a list of actions: 'Submitter' (checked), 'Amendment Action' (checked and highlighted in red), 'Filing Fee', 'Confirm', and 'File Document'. The main form area is titled 'Amendment Information' and includes fields for 'Initial Financing Statement File Number' (98260037704) and 'Date Filed' (06/10/2026). Below this is the 'Amendment Actions' section, where 'Debtor Amendment' is selected. Under 'Debtor Action', 'Delete Debtor(s)' is selected. The 'Debtor Delete' section contains a table with columns for 'DEBTOR'S NAME' and 'MAILING ADDRESS'. A single row is visible with the name 'SHANE TEST' and address '1401 W CAPITOL LITTLE ROCK, AR 72201'. A 'Delete' button is located to the right of the row. A red error message below the table states: 'You must delete at least 1 row(s) to continue.' At the bottom of the form, there is a 'UCC3 Addendum' section with a checkbox for 'Check here if fields 15 - 18 of the UCC3 addendum are required for this lien.' and 'Previous Step' and 'Next Step' buttons.

Once collateral amendment information has been saved, select Next Step and then return to [Chapter 4: Filing a UCC3 Online](#) and complete the remaining steps to review, submit, and track your filing.



Arkansas Secretary of State
Cole Jester

4.2 Secured Party Amendment

Use a Secured Party Amendment when adding, modifying, or removing secured party information associated with a financing statement.

Complete Steps 1-3 in Chapter 4 (Filing a UCC3 Online) before proceeding.

Select the Specific Secured Party Amendment

In the Amendment Action section, select Secured Party Amendment.

Choose the desired secured party action:

1. Add Secured Party
2. Edit Secured Party
3. Delete Secured Party

The screenshot shows the 'UCC3 Financing Statement Amendment' form. On the left, a sidebar contains navigation options: 'Submitter' (checked), 'Amendment Action' (selected), 'Filing Fee', 'Confirm', and 'File Document'. The main form area is divided into sections: 'Amendment Information' with fields for 'Initial Financing Statement File Number' (98260043645) and 'Date Filed' (06/11/2026); 'Amendment Actions' where 'Secured Party Amendment' is selected; 'Secured Party Action' with radio buttons for 'Add Secured Party', 'Edit Secured Party', and 'Delete Secured Party'; 'UCC3 Addendum' with a checkbox for addendum requirements; and 'Additional Pages' with a file upload area.

This screenshot shows the 'Secured Party Add' section of the form. It includes a table with columns for 'SECURED PARTY'S NAME' and 'MAILING ADDRESS', both containing the text 'None'. Below the table is an 'Add' button. The 'UCC3 Addendum' section at the bottom has a checkbox for addendum requirements.

Secured Party Amendment Action 1: Add Secured Party

If you need to add a secured party:

1. Select Add Secured Party.
2. Select Add.
3. Enter the secured party information.
4. Save the record.

Secured Party Amendment



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Secured Party Amendment Action 2: Edit Secured Party

If you need to modify an existing secured party:

1. *Select Edit Secured Party.*
2. *Locate the secured party in the Secured Party Edit table.*
3. *Select the secured party record.*
4. *Update the secured party information.*
5. *Save the changes.*

The screenshot shows the 'UCC3 Financing Statement Amendment' form. On the left is a sidebar with navigation options: Submitter, Amendment Action (highlighted), Filing Fee, Confirm, and File Document. The main form area is titled 'Amendment Information' and includes: 'Initial Financing Statement File Number' (98260043645), 'Date Filed' (06/11/2026) with a 'Today' button, and 'Amendment Actions' where 'Secured Party Amendment' is selected. Under 'Secured Party Action', 'Edit Secured Party' is selected. The 'Secured Party Edit' section has a table with one row: 'ARKANSAS TESTING ORGANIZATION' (SECURED PARTY NAME) and '4100 W. CAPITOL AVE, LITTLE ROCK, AR 72201' (MAILING ADDRESS). Below the table is a note: '*Click on row to edit entry'. At the bottom, there is a 'UCC3 Addendum' section with a checkbox 'Check here if fields 15 - 18 of the UCC3 addendum are required for this lien.' and 'Previous Step' and 'Next Step' buttons.

Important Secured Party Amendment Information

Under IACA UCC filing rules:

- The filing office does not remove historical debtor or secured party information from the UCC information management system when an amendment is filed.
- A secured party amendment creates an amendment record associated with the financing statement.
- Even when a secured party is deleted through a secured party amendment, the original secured party information remains part of the filing history.
- Deleting a secured party through a secured party amendment does not terminate the financing statement.



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Secured Party Amendment Action 3: Delete Secured Party

If you need to remove a secured party:

1. *Select Delete Secured Party.*
2. *Locate the secured party in the Secured Party Delete table.*
3. *Select Delete next to the appropriate secured party.*

UCC3 Financing Statement Amendment

Submitter
 Amendment Action
 Filing Fee
 Confirm
 File Document

Amendment Information Help ?

Initial Financing Statement File Number
98260043645

Date Filed
06/11/2026 Today 📅

Amendment Actions

Secured Party Amendment

Secured Party Action

Add Secured Party
 Edit Secured Party
 Delete Secured Party

Secured Party Delete

Select the secured party you wish to delete and click DELETE on the far right side of the row.

SECURED PARTY NAME	MAILING ADDRESS	
ARKANSAS TESTING ORGANIZATION	4100 W CAPITOL AVE LITTLE ROCK, AR 72201	Delete

UCC3 Addendum

Check here if fields 15 - 18 of the UCC3 addendum are required for this lien.

Previous Step Next Step

Once collateral amendment information has been saved, select Next Step and then return to [Chapter 4: Filing a UCC3 Online](#) and complete the remaining steps to review, submit, and track your filing.



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4.3 Collateral Amendment

Use a Collateral Amendment when adding, restating, deleting, or assigning collateral information.

Complete Steps 1-3 in Chapter 4 (Filing a UCC3 Online) before proceeding.

Important Note About Collateral:

- Filing fees are \$6.00 plus \$0.50 per uploaded page.
 - Attachments increase filing fees.
- Certain collateral keywords entered in the text field may require review by filing office staff before approval.
- Filings submitted with collateral attachments require review by filing office staff before approval.
- Collateral descriptions are not indexed for search purposes and cannot be searched directly.

Choose one of the following collateral amendment actions:

1. **Add Collateral** – Used to add collateral information to the financing statement.
2. **Restate Collateral** – Used to restate the collateral information associated with the financing statement.
3. **Delete Collateral** – Used to delete collateral information from the financing statement.
4. **Assign Collateral** – Used to assign all or part of the collateral to another secured party.

Note: You may only select one amendment action per UCC3 filing.

The Arkansas Secretary of State's office cannot provide legal advice regarding which collateral amendment action should be selected. If you are uncertain which action is appropriate for your filing, you may wish to consult legal counsel.



Arkansas Secretary of State Cole Jester

Providing Collateral Information

After selecting a collateral amendment action, indicate how the collateral information will be provided.

Option 1: Enter Collateral in the Text Box

If the collateral description is fewer than 1,000 characters:

- *Select The collateral is fewer than 1,000 characters.*
- *Enter the collateral description in the text box provided.*

UCC3 Financing Statement Amendment

98260037704

Date Filed: 06/10/2026

Amendment Actions:

- Collateral Amendment

Collateral Change:

- Add Collateral
- Restate Collateral
- Delete Collateral
- Assign Collateral

Collateral:

Collateral will be provided:

- the collateral is fewer than 1,000 characters
- in an attachment

Indicate collateral: *

Maximum of 1,000 characters. If additional collateral is required, upload attachment instead.

UCC3 Financing Statement Amendment

98260037704

Date Filed: 06/10/2026

Amendment Actions:

- Collateral Amendment

Collateral Change:

- Add Collateral
- Restate Collateral
- Delete Collateral
- Assign Collateral

Collateral:

Collateral will be provided:

- the collateral is fewer than 1,000 characters
- in an attachment

Collateral uploaded in an attachment.

Upload collateral

Select a file to upload (.pdf)

UCC3 Addendum

Check here if fields 15 - 18 of the UCC3 addendum are required for this lien.

Option 2: Upload Collateral as an Attachment

If the collateral description exceeds 1,000 characters or is contained in a separate document:

- *Select In an attachment.*
- *Upload the collateral document as a PDF file.*

Attachment requirements:

- PDF format only
- Maximum file size: 30 MB

Once collateral amendment information has been saved, select Next Step and then return to [Chapter 4: Filing a UCC3 Online](#) and complete the remaining steps to review, submit, and track your filing.



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4.4 Termination

Use a Termination Amendment when the financing statement is no longer effective and the secured obligation has been satisfied. Filing a termination indicates that the secured party no longer claims an interest under the financing statement.

Complete Steps 1-3 in Chapter 4 (Filing a UCC3 Online) before proceeding.

To file a termination:

1. Select Termination as the Amendment Action.
2. Review any optional filing information, including the UCC3 Addendum and Additional Pages section, if applicable.
3. Select Next Step to continue.

No additional amendment-specific information is required for a termination filing.

The screenshot shows the 'UCC3 Financing Statement Amendment' form. On the left, a sidebar menu has 'Amendment Action' selected. Under 'Amendment Action', the 'Termination' option is selected with a radio button. The main form area includes sections for 'Amendment Information' (with fields for 'Initial Financing Statement File Number' and 'Date Filed'), 'Amendment Actions' (with a note and a selected 'Termination' radio button), 'UCC3 Addendum' (with a checkbox for 'Check here if fields 15 - 18 of the UCC3 addendum are required for this lien.'), and 'Additional Pages' (with a 'Select a file to upload (.pdf)' button). Navigation buttons for 'Previous Step' and 'Next Step' are at the bottom right.

Important Note: Filing a termination does not remove the financing statement from the filing office's records. The record remains available as part of the public filing history.

Once the Termination Amendment has been selected, select Next Step and then return to [Chapter 4: Filing a UCC3 Online](#) and complete the remaining steps to review, submit, and track your filing.



4.5 Continuation

Use a Continuation Amendment to extend the effectiveness of an active financing statement before it reaches its lapse date.

Complete Steps 1-3 in Chapter 4 (Filing a UCC3 Online) before proceeding.

Filing a Continuation Amendment

1. In the Amendment Action section, select Continuation.
2. Select Next Step.

UCC3 Financing Statement Amendment

Submitter

Amendment Action

Filing Fee

Confirm

File Document

Amendment Information

Initial Financing Statement File Number
40000033320984

Date Filed
06/20/2011 Today

Amendment Actions

Note: Continuation is only an available action if the lien is within 180 days of lapse. Please select at least one of the following actions:

Termination

Continuation

Assignment

Debtor Amendment

Previous Step Next Step

Important Note

- A Continuation Amendment may only be filed during the six-month period preceding the financing statement's lapse date.
- If a financing statement is not eligible for continuation, the Continuation option will not be displayed in the Amendment Action section.
- A successful continuation filing extends the lapse date of a financing statement for an additional five years.
- A Continuation Amendment does not change debtor information, secured party information, collateral information, or the status of the financing statement.

Once the Continuation Amendment has been selected, select Next Step and then return to [Chapter 4: Filing a UCC3 Online](#) and complete the remaining steps to review, submit, and track your filing.



4.6 Assignment

An Assignment Amendment is used to assign all or part of a secured party's interest in a financing statement to another secured party.

Complete Steps 1-3 in Chapter 4 (Filing a UCC3 Online) before proceeding.

Filing an Assignment Amendment

1. Select Assignment from the available amendment actions.
2. In the Secured Party Assignee section, enter the information for the secured party receiving the assignment.
3. Review the filing and complete the remaining submission steps.

UCC3 Financing Statement Amendment

Submitter

Amendment Action

Filing Fee

Confirm

File Document

Amendment Information Help ?

Initial Financing Statement File Number
98260056126

Date Filed
06/15/2026 Today 📅

Amendment Actions

Assignment

Secured Party Assignee

Enter the information for the secured party to which the collateral is being assigned.

SECURED PARTY'S NAME	Address	Party ID	
ARKANSAS TESTING ORGANIZATION	4100 W CAPITOL AVE LITTLE ROCK, AR 72201	2050110	Copy Delete

**Click on row to edit entry*

Add

UCC3 Addendum

Check here if fields 15 - 18 of the UCC3 addendum are required for this lien.

Previous Step Next Step



Arkansas Secretary of State Cole Jester

Managing Secured Party Assignees

Within the Secured Party Assignee section, you may:

- Select an existing secured party row to edit the assignee information.
- Select Copy to create a duplicate of an existing secured party entry.
- Select Delete to remove an assignee entry.
- Select Add to enter a new secured party assignee.

UCC3 Financing Statement Amendment

Submitter

Amendment Action

Filing Fee

Confirm

File Document

Amendment Information

Initial Financing Statement File Number
98260056126

Date Filed
06/15/2026 Today

Amendment Actions

Assignment

Secured Party Assignee

Enter the information for the secured party to which the collateral is being assigned.

SECURED PARTY'S NAME	Address	Party ID	
ARKANSAS TESTING ORGANIZATION	4100 W CAPITOL AVE LITTLE ROCK, AR 72201	2050110	Copy Delete
+ ARKANSAS TESTING ORGANIZATION	4100 W CAPITOL AVE LITTLE ROCK, AR 72201	2050110	Copy Delete

*Click on row to edit entry

Add

UCC3 Addendum

Check here if fields 15 - 18 of the UCC3 addendum are required for this lien.

Previous Step Next Step

Once the Continuation Amendment has been selected, select Next Step and then return to [Chapter 4: Filing a UCC3 Online](#) and complete the remaining steps to review, submit, and track your filing.



Arkansas Secretary of State
Cole Jester

5. Submitting a UCC11 Online

A UCC11 Information Request allows users to request certified search results, copies of filed records, or specific filing copies maintained by the Arkansas Secretary of State.

Important Note:

You must be logged into the portal in order to submit a UCC1 filing.

Accessing the UCC11 Information Request Form

The screenshot shows the Arkansas Secretary of State portal interface. The top navigation bar includes tabs for 'Apostille', 'Facsimile Signature', 'Information Request' (highlighted with a blue box), 'Lien', and 'Notary'. The left sidebar navigation menu includes 'Home', 'Search', 'Forms' (highlighted with a blue box), 'Workview Manager', 'My Work Queue', 'My Records', and 'Data Requests'. The main content area is titled 'Lien Search and Copy Requests' and contains a card for 'Lien Information Request (UCC 11 Copies Request)' which is also highlighted with a blue box and an arrow pointing to it.

Important Note: Collateral descriptions are not indexed and cannot be searched directly. If you need to view the collateral associated with a financing statement, submit a UCC11 request and request copies of the filing. The collateral description is available only within the filing image.

To begin a UCC11 Information Request:

1. Log in to your account.
2. Select Forms from the navigation menu.
3. Select the Information Request tab.
4. Select Lien Information Request (UCC11 Copies Request).



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Submitter Information

This information is completed in the same manner as a [UCC1](#) or [UCC3](#) filing and identifies the individual requesting the search or copies.

Lien Information Request (UCC 11 Copies Request)

Submitter
 Search Information
 Filing Fee
 Confirm
 Submit Request

Lien Search Request - Information Request for Lien filings Help?

Information Requests are used to request listings or copies of Uniform Commercial Code records. A separate request is required for each business or name to be searched.

For lien filings, there is a \$6.00 fee to conduct the search, \$6.00 for the first page requested plus \$0.50 per page requested.

The fees are nonrefundable. The nonrefundable policy applies to both accepted and rejected filings.

Submitter Information

Uncheck this box if you have not filed a UCC online before.

Submitter Search

ARKANSAS SECRETARY OF STATE ACCOUNT ×

Submitter Address
STATE CAPITOL, LITTLE ROCK, AR 72201

filer contact information

Contact Name

Organization Name

Next Step

Lien Information Request (UCC 11 Copies Request)

Submitter
 Search Information
 Filing Fee
 Confirm
 Submit Request

Search for UCC Documents Help?

Request Type

Search Response
 Copy Request
 Specified Copies

Search Type

Debtor Search

Search for an Individual or Organization

Individual Organization

First Name Middle/Initial Last Name* Suffix

City State

Start Date 📅

Include lapsed filings on search response.

Search

Verification

Save Draft Previous Step Next Step

Search Information

Under Search Information, select the request type that best meets your needs.

Available request types include:

- Search Response
- Copy Request
- Specified Copies

Searches are performed using IACA RA9 search logic



Arkansas Secretary of State Cole Jester

Search Response

A Search Response allows users to search for an individual or organization debtor and receive a certified UCC search report.

Only the search report is provided with this option. Copies of filings are not included.

Fee: \$6.00 to conduct the search and receive the search report

Lien Information Request (UCC 11 Copies Request)

Submitter
 Search Information
 Filing Fee
 Confirm
 Submit Request

First Name: Middle/Initial: Last Name*: Suffix: [Help?](#)

City: State:

Start Date:

Include lapsed filings on search response.

Record Number	Debtor	File Number	Doc Type	Secured Party	Filing Date	Lapse Date	Page Count
98260018753	TEST, SHANE	98260018753	Lien Financing Statement	ARKANSAS TESTING ORG	6/5/2026	6/5/2031	1
98260018753	ADD, DEBTOR	98260018795	Lien Amendment		6/5/2026	6/5/2031	2
98260018753	TEST, JOHN	98260018811	Lien Amendment		6/5/2026	6/5/2031	2
98260018753		98260018829	Lien Amendment		6/5/2026	6/5/2031	2
98260037704	TEST, SHANE	98260037704	Lien Financing Statement	ARKANSAS TESTING SOLUTION	6/10/2026	6/10/2031	1
98260043645	TEST, SHANE	98260043645	Lien Financing Statement	ARKANSAS TESTING ORGANIZATION	6/11/2026	6/11/2031	2
98260043652	TEST, SHANE	98260043652	Lien Financing Statement	ARKANSAS TESTING ORGANIZATION	6/11/2026	6/11/2031	2

COLE JESTER
 ARKANSAS SECRETARY OF STATE ACCOUNT
 STATE CAPITOL
 LITTLE ROCK, AR 72201

Request Date: 06/19/2026 11:14 AM
 Certification No.: 000007682

UCC11 CERTIFIED SEARCH REPORT

Search Criteria:
 Individual (Debtor): TEST
 Request Type: Certified Lien Information Request
 Active (unlapsed records only), Search Report

The undersigned, as Secretary of State of Arkansas, hereby certifies that attached is a listing of all available documents now in my lawful custody and possession, as the same are filed in the Uniform Commercial Code Section of my office as of 06/19/2026 at 11:16 AM, and which name the above debtor. My acceptance for filing and custody of these documents in no way confirms, denies, or implies the legal effect or enforceability of the attached documents.

Secretary of State

Page 1 of 3

Certification No.: 000007682 Request Date: 06/19/2026 11:14 AM

Lien Listing

Lien File No.: 98260018753 Filed: 06/05/2026 08:27 AM Lapse: 06/05/2031 08:27 AM
 Lien Type: UCC Pages: 1

Debtor(s): SHANE TEST, 4100 W CAPITOL AVE, SUITE 250 LITTLE ROCK, AR 72201
 DEBTOR ADD, 1235 OAK ST, CONWAY, AR 72034
 JOHN TEST, 1235 OAK ST, CONWAY, AR 72034

Secured Party(s): ARKANSAS TESTING ORG, 5000 W CAPITOL AVE, LITTLE ROCK, AR 72201

Amendment - Add Debtor (1)

Copy Request

A Copy Request allows users to search for an individual or organization debtor and receive both:

- A certified search report
- Copies of the filings returned by the search

Fees:

- \$6.00 search fee (to receive the search report)
- \$6.00 for the first page requested
- \$0.50 for each additional page requested



Arkansas Secretary of State Cole Jester

Specified Copies

A Specified Copies request allows users to request copies of a specific filing by entering a filing number.

Unlike Search Response and Copy Request requests, a search report is not generated when requesting specified copies.

Lien Information Request (UCC 11 Copies Request)

Submitter
 Search Information
 Filing Fee
 Confirm
 Submit Request

Search for UCC Documents Clear Results & Re-Search

Request Type
 Search Response
 Copy Request
 Specified Copies

File Number *
98260018753

Start Date
MM/DD/YYYY

Include lapsed filings

Record Number	Debtor	File Number	Doc Type	Secured Party	Filing Date	Lapse Date	Page Count
98260018753	TEST, SHANE	98260018753	Lien Financing Statement	ARKANSAS TESTING ORG	6/5/2026	6/5/2031	1

1-1 of 1

Verification

Previous Step Next Step

Important Note: If the search results are not what you expected, select Clear Results & Re-Search to modify your search criteria and perform a new search.

Cart Close Cart

× Lien Information Request - 0000007683 \$6.00

Total: \$6.00

Account Balance: \$23910.50

Pay with Frequent Payor Account

Funds may be added by visiting "My Account".

Pay with Credit or Debit Card

Pay with ACH

< File/Order Additional Items

Submit and Pay

After reviewing the request, proceed through the Confirmation and Submit Request steps.

Payment may be made using:

- Credit or Debit Card
- ACH
- Frequent Payor Account

Unlike UCC1 and UCC3 filings, UCC11 requests may be submitted using a Frequent Payor Account even if the account does not currently contain sufficient funds. The outstanding balance will remain associated with the account.



Arkansas Secretary of State
Cole Jester

IMPORTANT PAYMENT PROCESSING INFORMATION:

If you begin a payment transaction and exit the payment screen before the transaction is completed, the payment may remain in a pending status.

This can occur if:

- You close the payment window.
- You select Cancel during the Enter Payment Information page.
- You navigate away from the payment page before the transaction finishes processing.

When this occurs:

- A pending payment message will be displayed (see image below).
- Payment buttons in the cart will be temporarily unavailable.

Important: Please allow approximately one hour for the pending transaction to clear before attempting payment again.

Submitting a UCC11 Online



Retrieving Completed Requests

The screenshot shows the 'Arkansas Secretary of State COLE JESTER' portal. The 'Information Request' tab is selected. The main area displays 'My Information Request Work Queue' with a search bar and a table of records. A sidebar on the left contains navigation options like 'Home', 'Search', 'Forms', 'Workview Manager', 'My Work Queue', and 'My Records'. A right-hand panel titled 'UCC 11 - Information Request' shows 'Available Downloads' including 'Lien Information Request (UCC 11 Copies Request)', 'Receipt Detail', and 'Results.zip'. Blue arrows highlight the 'My Work Queue' link in the sidebar, the table of records, and the 'Available Downloads' panel.

Form Information	File Number	Status	Status Date	Submission Date	Actions
UCC 11 - Information Request	0000007683	Approved	06/19/2026	06/19/2026	[Download] [Print]
TEST UCC 11 - Information Request	0000007682	Approved	06/19/2026	06/19/2026	[Download] [Print]
CHAD BEASLEY UCC 11 - Information Request	0000006946	Approved	06/18/2026	06/18/2026	[Download] [Print]

Once the request has been processed, the completed documents can be accessed from My Information Request Work Queue.

Available downloads may include:

- UCC11 Search Report
- Filing Copies
- Receipt Detail



Arkansas Secretary of State
Cole Jester

6. Helpful Links & Contact Information

Quick Links:

- [SOSE Online Portal Login](#)
- [UCC Information & Paper Forms](#)
- [Public Lien Search](#)
- [UCC Filing Rules \(Final June 2014\) \(PDF\)](#)
- [UCC Frequently Asked Questions](#)

Contact Information:

If you need assistance or have questions, please contact us:

Arkansas Secretary of State
Business and Commercial Services
1401 W Capitol Avenue, Suite 250
Little Rock, AR 72201

Phone: (501) 682-3409

Email: ucc@sos.arkansas.gov