



Do Diligence, LLC
www.ddsimplified.com
ILoveUCC@ddsimplified.com

Do Diligence, LLC, is a national UCC service company dedicated exclusively to simplifying legal due diligence for law firms.

As an alternative to the large registered agent companies that offer UCC services, we distinguish ourselves by providing fully-customized products and services that fit your firm's unique work flows. From the initial consultation to the final invoice, we will work with you to ensure all your transactions go smoothly and are successful!

SEARCH REPORTS

- The Do Diligence search report was designed specifically for law firms and is the most comprehensive search report in the industry
- The Do Diligence search report reduces the time spent reviewing/charting lien search results by up to 50%
- If your firm prefers to have lien search results in a specific format or chart, we will provide results in your preferred format at no additional charge

ETHICAL PRICING

- Our unique pricing structure saves law firms an average of 30% over other national service companies
- Copy costs are never inflated - if copies are free for us, they are free for you too!
- Lien search packages offer easy-to-order comprehensive searches at a predictable price

ATTORNEY EXPERTISE

- Company formed by attorneys with decades of experience working with Article 9 and related lien searching/filing
- Attorneys are involved in all stages of your order, including review of all results
- Our team has conducted thousands of lien searches across the United States and internationally, filed thousands of UCC filings, and presented over 200 CLE seminars discussing Article 9 of the UCC

We understand that working with a new service provider involves change and can bring some uncertainty in the beginning. Our commitment to you is to consistently surprise and delight you through every stage of the order process!

TIM HALL



When I started my career in the UCC search and filing industry, sports fans were still talking about Michael Jordan's recent NBA playoff game, during which he scored 38 points for the Chicago Bulls while suffering from a bad case of the flu. Many people were also talking about the recent heavyweight fight when Mike Tyson lost to Evander Holyfield after biting his ear! For more than two decades, my career has been focused exclusively upon legal due diligence, particularly Article 9 of the UCC and searching and filing public records.

While my friends and family still don't understand what kind of law I practice, and what it is exactly that I do for a living, I still find the world of legal due diligence and Article 9 as fascinating as ever! It is both an art and a science, with constantly evolving statutes, administrative rules, filing office systems, and ever-changing industry practices.

I've also had the great fortune during my career of working closely with the groups that built the entire industry! I was lucky enough to have been an observer to the Uniform Law Commission Committee that wrote Article 9 of the UCC. Being in the room during the drafting discussions helped me to really understand what the drafters intended, and how to read between the lines of the statutory text.

In addition, I've actively participated in IACA (International Association of Commercial Administrators) since 1999. IACA is the organization responsible for creating the model UCC forms, as well as drafting the model UCC Administrative Rules used by filing offices throughout the country. Over the years, I've had the pleasure of working with some amazing filing officers as part of the UCC Forms Committee and the UCC Administrative Rules Committee!

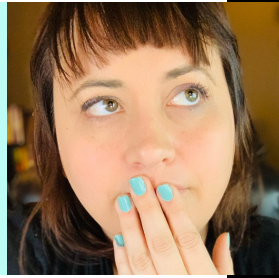
My favorite part of my job has always been getting to know you as a customer, understanding your transactions and needs, and doing everything I possibly can to help your transactions go as smoothly as possible. At Do Diligence, LLC, we focus exclusively upon due diligence searching and filing, and would love to help you with yours!



DO DILIGENCE

Public Records Simplified

KRISTEN REESE



The second installment of the Lord of the Rings Trilogy was released a mere 6 months after I began my career in the UCC search and filing industry. I had completed my first year of law school and quickly learned that there was more to the Uniform Commercial Code than Article 2!

For the past 18 years, I have dedicated my career to helping law firms with their legal due diligence needs. While the roles throughout my career have been varied, they always seem to touch on searching and filing public records. I've often said, "You can take the UCC away from the girl, but you can't take this girl away from the UCC!"

The 5 year transition period for Revised Article 9 began 7/1/2001 and I started in the midst of all the changes. I advised clients on searching and filing under the "Old" and "New" Article 9. Who remembers In Lieu of Filings? Having to search where the location of the debtor and the location(s) of the collateral? Don't even get me started on dual filing jurisdictions...

Throughout my career, I've had the pleasure of working in a variety of roles and with law firms across the country. I started my journey by working directly with customers and helping them best form search and filing strategies. I helped to build and lead a successful team dedicated to international transactional services. I've most enjoyed my time as a Transactional Business Consultant where I advised clients on the nuances of Article 9, worked to create the best service experience, and assisted with the development of improved search reporting tools.

I'm thrilled to have the opportunity to reconnect with colleagues from the past and build working relationships with new clients. I encourage you to experience the Do Diligence Difference and see it for yourself!



DO DILIGENCE SEARCH REPORT

THE DO DILIGENCE DIFFERENCE


Entity ID included to distinguish from debtors with similar names →

Jurisdictions and search types with No Records Found are listed together and at the beginning of the report allowing for faster review of all clear results →

Jurisdictions and search types with records found are listed together to identify those that may require action →

Snapshot of records found for a single jurisdiction and search type, followed by a detailed document listing on subsequent pages →

Order Number:	DD-4553 (sample report)
Reference:	Acct. 2334 - Trumbull Surgical
Matter:	6544-1332
Prepared For:	Jane Smith Smith, Doe & Jones 9876 High Street Anytown, USA 12345



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DEBTOR INFORMATION

Target Name: Trumbull Surgical Services
Entity ID: 1134421 (Delaware Corporation)
Entity Status: Active

No Records Found

Search Type	Jurisdiction	Filing Office	Through Date	Search Period
Federal Tax Lien	Delaware	Secretary of State	10/20/2020	10 years
UCC Fixture Lien	Philadelphia County, PA	Recorder of Deeds	10/20/2020	5 years
State Tax Lien	Philadelphia County, PA	Prothonotary	10/20/2020	10 years
Judgment Lien	Philadelphia County, PA	Prothonotary	10/20/2020	10 years
Bankruptcy Search	Pennsylvania Eastern District	US Bankruptcy Court	10/17/2020	10 years

Summary of Records Found

Search Type	Jurisdiction	Filing Office	Filings Found
UCC Lien Search	Delaware	Secretary of State	1-UCC-1; 3-UCC-3
Federal Tax Lien	Philadelphia County, PA	Prothonotary	1 Federal Tax Lien
Litigation Search	Philadelphia County, PA	Court of Common Pleas	1 Civil Suit
Litigation Search	Pennsylvania Eastern District	US District Court	1 Civil Suit

Records Found

Jurisdiction	DELAWARE
Filing Office	Secretary of State
Search Type	UCC Lien Search
Through Date	10/19/2020
Search Period	5 years
Records Found	1 UCC-1, 3 UCC-3

DO DILIGENCE SEARCH REPORT

THE DO DILIGENCE DIFFERENCE

Lapse date included on listing
so you can take faster action on
filings lapsing soon



Collateral description included
for every UCC-1 filing, including
every state and local filing
office!



Analysis and enhanced
description of the action
intended by each UCC-3
filing



Collateral description included
for UCC-3 filings when the
action taken affects
the collateral



<u>DEBTOR INFORMATION</u>			
Target Name:	Trumbull Surgical Services		
Entity ID No. (If any):	1134421		
UCC-1 Initial Financing Statement			
File Date:	File Number:	Lapse Date:	Number of Pages:
8/16/2012	20120873365	8/16/2022	5
Secured Party Name:	Federal Home Loan Bank of Swarthmore		
Collateral Description:	All of the Debtor(s) For valuable consideration, Grantor grants to Lender a first priority security interest in the Collateral to secure the payment of the Indebtedness including the Loan, fees and interest and any and all other liabilities of Grantor to Lender under the Agreement, whether now existing or hereafter arising and whether absolute or contingent. As used herein, the term "Collateral" includes all right, title, and interest of Grantor, whether now owned or existing or hereafter created, acquired, or arising, in and to all of the following: (A) accounts, (B) chattel paper, (C) instruments, (D) documents, (E) general intangibles, (F) letter of credit rights, (G) supporting obligations; (H) deposit accounts; (I) investment property; (J) inventory; (K) equipment; and (L) fixtures; together with (1) all supporting obligations, evidence and documents relating to any such property, (2) all accessions and additions to, and substitutions and replacements of, any and all of such property, and (3) any and all proceeds and products of the foregoing.		
UCC-3 Amendment Number of Pages: 1			
File Date:	6/8/2013		
File Number:	20130622929		
Action Taken:	Full Assignment from Federal Home Loan Bank of Swarthmore to Pennsylvania Erie Credit Union		
Authorizing Party:	Federal Home Loan Bank of Swarthmore		
UCC-3 Amendment Number of Pages: 1			
File Date:	6/9/2017		
File Number:	20170642318		
Action Taken:	Continuation		
Authorizing Party:	Pennsylvania Erie Credit Union		
UCC-3 Amendment Number of Pages: 2			
File Date:	8/7/2018		
File Number:	20180887324		
Action Taken:	Collateral Change - Delete Collateral		
Collateral Description:	Delete interest in accounts 245-299 dated Apr. 3, 2017.		
Authorizing Party:	Pennsylvania Erie Credit Union		



DO DILIGENCE SEARCH REPORT

THE DO DILIGENCE DIFFERENCE

Type of Action and Status of case included to expedite review →

Most Recent Docket Entry provided to help organize when multiple cases are found →

Quickly prioritize with our inclusion of the Next Scheduled Action →

Records Found			
Jurisdiction	PHILADELPHIA COUNTY, PA		
Filing Office	Court of Common Pleas		
Search Type	Litigation Search		
Through Date	10/19/2020		
Search Period	10 years		
Records Found	1 Case		
Civil Case			
File Date:	Case Number:	Type of Action:	Status:
8/2/2020	20CV006093	Medical Malpractice	Pending
Parties:	John Smith v. Trumbull Surgical Services		
Most Recent Docket Entry:	Order extending time to file response to petition		
Next Scheduled Action:	Motion Hearing		
Records Found			
Jurisdiction	PENNSYLVANIA EASTERN DISTRICT		
Filing Office	US District Court		
Search Type	Litigation Search		
Through Date	10/17/2020		
Search Period	10 years		
Records Found	1 Case		
Civil Case			
File Date:	Case Number:	Type of Action:	Status:
6/4/2020	20CV00164	Employment Discrimination	Pending
Parties:	Jane Doe v. Trumbull Surgical Services		
Most Recent Docket Entry:	Motion for summary judgment filed		
Next Scheduled Action:	Set for Pre-Trial hearing		
Records Found			
Jurisdiction	PHILADELPHIA COUNTY, PA		
Filing Office	Prothonotary		
Search Type	Federal Tax Lien		
Through Date	10/20/2020		
Search Period	10 years		
Records Found	1 Federal Tax Lien		
Federal Tax Lien			
File Date:	File Number:	Total Amount Due:	
5/1/2019	201305010235173	\$62,420.50	
Taxpayer Name:	Trumbull Surgical Services		





Our unique results-based pricing structure reflects our belief that pricing should be transparent, ethical, and provide great value to our customers.

When records are uncovered during a search, we never charge inflated copy costs.

Copies are always free or at cost!

DO DILIGENCE SEARCH \$190

State Level Lien(s) Fixture Filing	Federal Tax Lien State Tax Lien	Judgment Lien Local Litigation	US District Court US Bankruptcy Court
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Our Do Diligence Search Package includes the most commonly-searched lien types at a predictable price, regardless of the number of records found.

SEARCH SERVICES

State Lien(s) UCC Fixture Filing Mechanics Lien	Federal Tax Lien State Tax Lien County Tax Lien	Judgment Lien Local Litigation Additional Liens	US District Court US Bankruptcy Court
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When searching individual lien types, results-based pricing applies. Service charges will be based upon the number of records found, if any.

SERVICE FEES

Records Found (1-15) \$35.00	Records Found (16 or more) \$45.00
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When we conduct a search and no records are found, we *reduce* our service fee!

No Records Found
\$25.00

ADDITIONAL SERVICES

UCC FILING SERVICES

Submit Filing	\$40
Search to Reflect	\$35

CORPORATE DOCUMENTS

Good Standing Certificate	\$40
Formation Documents	\$40

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All charges are per jurisdiction/per entity.
Correspondent fees and jurisdictional fees are not included, but will be provided on an estimate.



SEARCH SERVICES: DEFINITION AND SCOPE

- **State Liens:** Includes all lien records maintained by the central filing office
 - **Examples:** In California, the Secretary of State maintains an index containing UCC liens, Federal Tax Liens, State Tax Liens and Judgment Liens. All four lien types will be included in the state lien search for one price. In contrast, the Delaware Department of State maintains an index containing UCC liens and Federal Tax Liens. These two lien types will be included in the search.
- **UCC Fixture Filings:** Includes fixture filings that are filed under Article 9 using the standard UCC form. It does not include liens filed under non-Article 9 law that may encumber fixture collateral
 - **Examples:** A fixture lien search will not include Tax Liens, Deeds of Trust, etc.
- **Federal Tax Liens:** Liens filed by the IRS and filed in the Federal Tax Lien index in the local filing office.
- **State Tax Liens:** Liens filed by a state taxing authority in the local filing office. This index frequently includes other liens that are directed by statute to be filed in the State Tax Lien index, these additional lien types will be included with search results.
 - **Examples:** Liens filed by state environmental agencies, regional or local taxing authorities, etc.
- **Judgment Lien:** These liens are filed when a judgment is obtained and a certificate of judgment (or similar filing) is made to create a lien against the assets of the defendant.
- **Litigation:** When searching for litigation, you have the option to search for open cases, closed cases, or both open and closed cases. In addition, a search can be conducted to find cases in which the party is the defendant, the plaintiff, or a third-party named in a case. Most of our clients choose to limit the search to open cases only, and only cases in which the party is named as a defendant.
 - **Local Court:** A search of the court of general jurisdiction at the county or city/town level.
 - **Federal Court:** A search of the U.S. District Court. These searches are conducted by state. Our searches include each district within the state for a single price.
 - **Example:** In Texas there are four US District Courts (Northern, Southern, Eastern, and Western). We will search each of these four courts for a single price.
- **Bankruptcy (Federal Court):** We treat Bankruptcy Court searches the same way we treat US District Court searches. When there are multiple Bankruptcy Courts within the same State, we search all of the courts for the price of a single search. Our standard search includes all cases in which the debtor is the party filing for bankruptcy. It does not include cases in which the debtor is listed solely as a creditor in another party's bankruptcy case.





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Our Answer is YES!

Can your current provider(s) say the same?

COMPANY INFORMATION

- Does the individual handling your order have 15+ years of UCC search and filing experience?
- Does the company focus exclusively on providing legal due diligence services for law firms?
- Is the company both woman-owned and veteran-owned?

SEARCH REPORTS

- Search report lists "no records found" results first to help expedite review of search results?
- Search report always contains the collateral description from all UCC-1 filings as part of the standard report?
- UCC-3 filings are analyzed and a detailed description of the action(s) taken by each UCC-3 is provided within the search report?

AFTER YOUR ORDER

- Invoice is sent with final results?
- Guarantee the final invoice will never exceed the amount of the estimated service fees?

BEFORE STARTING YOUR ORDER

- Search strategy consultation with experienced UCC attorney?
- Estimate includes a transparent, itemized breakdown of all fees - service, statutory, and correspondent?
- Offer a lien searching package that includes the most commonly-searched lien types for under \$189?

PRICING

- Prices for services are transparent and a price sheet is provided directly on their website?
- Significantly reduce their service fees when searches are conducted and no records are found?
- Copies are always FREE or at cost. No profit is ever made by charging excessive copy fees?

If their answer is NO, contact us to experience the Do Diligence Difference!

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