

IN THE CIRCUIT COURT OF THE SIXTEENTH JUDICIAL CIRCUIT

ATTORNEY FIRM REGISTRATION FORM (Please print or type in all areas)

- Registration with Circuit Clerk
- Change of Address
- Firm Name Change
- Inactivation of Firm

Firm Name: _____

Receive Stamp

Address: _____

Firm Number: _____

(On new registrations, the Circuit Clerk's Office will provide and notify you of your number.)

Present Address:

Place of Business

Address: _____

City, State, Zip: _____

Phone Number: _____

Email Address: _____

Mailing (If different than above)

Address: _____

City, State, Zip: _____

New Address: Effective _____

Place of Business

Address: _____

City, State, Zip: _____

Phone Number: _____

Email Address: _____

Mailing (If different than above)

Address: _____

City, State, Zip: _____

The Circuit Clerk's Office is required to report to the Internal Revenue Service any bond refunds made to an attorney or attorney firm that is in excess of \$600.00 per calendar year. The Circuit Clerk's Office must file a 1099-MISC form for the processing of non-employee compensation. In order for the Circuit Clerk's Office to comply, we must have a W9 form on file from the attorney and/or attorney firm. Processing of the 1099-MISC will be determined by the ARDC Number or Attorney Firm Number that is placed on the Bond Refund Order.

I/We do not receive bond refunds.

My/Our Firm may or may not receive bond refunds, I/We need to fill out W9 form for compliance.

Date _____

Signature

(Must be one of the Named Partners)