COGENCYGLOBAL®

Commercial Finance Transaction Checklist

Supporting Transactions and Entities Across the Global Business Lifecycle

Overview of Cogency services to help identify where we can support your firm and clients across the Americas, EMEA and APAC.

1. Entity formation, registration & lifecycle

- ☐ Entity formation, registration and qualification across jurisdictions
- ☐ Lifecycle filings: amendments, mergers, conversions, dissolutions and withdrawals
- ☐ US market entry support, including formation, state qualification and Registered Agent services

2. Representation & registered office

- ☐ Registered Agent / registered office / local statutory representation
- ☐ Global Process Agent services for cross-border financings and commercial agreements
- ☐ Special-purpose representation, including Independent Director / Manager services in the US

3. Entity compliance & management

- ☐ Annual and periodic compliance filings and good-standing support
- ☐ Entity information, records and compliance obligations managed through Entity Central®
- ☐ Coordination of multi-entity and multi-jurisdiction portfolios

4. Entity documents, authentication & legalization

- ☐ Certified and official entity documents and status evidence, including jurisdictional equivalents
- ☐ Apostille, embassy and consular legalization; notarization support where available
- ☐ Document retrieval and authentication for transactions, compliance and due diligence



5. Transaction due diligence, searches & filings
☐ Public-record due diligence: liens/security interests, litigation, bankruptcy/ insolvency, mortgages and charges
☐ Search and filing support across jurisdictions; US services include UCC searches and filings
☐ Corporate records and closing support coordinated with transaction requirements
6. Governance & regulatory support
☐ Beneficial ownership / PSC reporting and ongoing updates where applicable
☐ Legal Entity Identifier (LEI) registration and annual renewal worldwide
☐ Company secretarial, governance, director, accounting and tax services in select jurisdictions (including UK through Elemental CoSec, a newly acquired Cogency subsidiary)
7. Specialized US Due diligence
☐ Federal intellectual property due diligence and assignment recordation
☐ Federal tax due diligence, monitoring and resolution services
☐ Nonprofit charity compliance support

The Cogency Global Difference

Cogency combines responsive, personalized service with coordinated support across the Americas, EMEA and APAC, helping law firms, entities and lenders manage transactions, compliance and public-record requirements through a trusted global relationship.

Service availability, scope and terminology vary by country and jurisdiction. Certain services are available only in specified jurisdictions. Cogency does not provide legal advice.