

SPC PREPARATION INSTRUCTIONS:

BIRTH CERTIFICATE INSTRUCTIONS: To do the process, we need a LONG FORM Birth Certificate, which usually will be titled at the top the “Certificate of Live Birth” and NOT an “Abstract of Birth” and NOT a “Birth Record” and not “Certificate of Birth”. How do you know the difference? The document shouts to you which one it is, expressly in BOLD CAPITAL LETTERS centered in the middle of the page at the top of the document. It will say one of those variations, and we usually will need the right one only! ***We need the Certificate of Live Birth in most states.*** However, there are a few exceptions: in Texas, Illinois, Connecticut, city of New York, and older State of New York ones, they are called a “Certificate of Birth”, and they do not put the word “Live” in there. So, in those exceptions those are OK. Usually when ordering you ask for the “LONG FORM”. If you are born in another territory or other country (other than a U.S. State), then ask us for further instructions but we can also make you a private citizen/secured party creditor in many other countries too, like Canada, Australia, and elsewhere. Just ask us.

BEST PLACE TO ORDER BC'S: One option is that you can go down physically to the County Clerk in the County that you were born, and they should have the right one there. Order directly through vital statistics website, or <https://www.fastbirthcertificates.com> or <http://use.fastbirthcertificates.com/> or <http://www.usbirthcertificate.com> . These private company sites are very good because they have a Toll Free Phone Number, where you can ask questions! One you've obtained the “Certificate of Live Birth”, scan it into the computer, if possible please try to save it as a PDF, if not a jpg is OK., also *Please Please* save the file right side up (NOT upside down), and sent it to us via email along with your spc excel data form.

SCANNER INSTRUCTIONS: If you don't have a scanner, we suggest you consider investing in one (you can buy one from Wal Mart, Costco, Office Max, or Staples, or online (Amazon, Ebay, etc). It's 2015... good idea to get a home office scanner! The other option is to have a USB thumb drive, which you can transfer copies of your files to, and bring with you to the Staples or Office Max “Copy and Print” center and ask an attendant to print the files for you. We strongly suggest getting a good scanner so that you can work around the clock, save money and trips, and it is just easier for you and a wise investment. However if you are traveling, or have other circumstances then the copy print center is a good option! Please make sure you can scan in the docs in PDF format in 1 file, or a small number of files rather than something like 56 individual files. We do NOT accept sideways scans, upside down scans, or cell phone pictures (with shadows or blurs in them). Only through a scanner, as these are very important professional and serious documents!

MAIL PREPARATION: Visit a Post Office and get one Certified Mail Receipt, and one Registered Mail Receipt, and one Registered Mail Sticker with a unique Registered mail number (red/white with black print). Some post offices will not give you the Registered unique sticker, so just go to other post offices. When you go to the postal clerk, just tell them you are about to mail a Registered mail package, and need a Registered Sticker with the number on it.

IF YOU HAVE DONE ANY PREVIOUS UCC FILINGS: Please send them to us, or send us the UCC Filings Numbers and STATE it was filed in. Most people's UCC's are done wrong and will need to be terminated and/or updated, to be comprehensive and correct.

HOW WE WILL COMMUNICATE: When you are fully signed up with the entire information and that is confirmed, you will be assigned to you own Certified SPC Processor Consultant, who is specially trained and will hold your hand throughout the entire process. You will be able to text, email, call this partner of ours, at anytime, also nights and weekends, rather than call or email UCL main lines like a general inquiry. As a client, you will get immediate and direct contact to one individual working with you for the whole process. Your full process will be done from start to finish, for one set donation amount, no matter what. For the average client there are up to 100 communications via phone, email, or text for review instruction and communication for the completion of your spc process.

HOW LONG WILL IT TAKE TO COMPLETE MY FILINGS? Most people can get their filings done within 2-3 Weeks of us having confirmed all their information, populated your data sheets, and confirmed your birth certificate and other input data. However please allow ample background check on your BC, all your input data, plus meticulous review of every single page of your documents before sending them to you, which is checked by 2 of our staff. Meticulous checking of how every “t” is crossed and every “i” is dotted, takes time! Please be patient!! All of your documents are prepared in one sitting up front, before the first step is sent to you, rather than us typing up one page at a time slowly over many slow months. This is the most efficient, you will see yourself! :=)