



2023 Annual Accountability Report

Secretary of State

Agency Code: E080

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AGENCY'S DISCUSSION AND ANALYSIS

Statutory Duties

The Office of the Secretary of State is mandated by the South Carolina Code of Laws to serve as the state filing office for business corporations, nonprofit corporations, limited partnerships, limited liability partnerships, and limited liability companies, as well as for all Uniform Commercial Code Article 9 secured transaction filings. The Secretary of State also serves as the agent for service of process for corporations that do not have authority to transact business in South Carolina, and serves as registered agent as otherwise provided by statute. In addition to business filings, the Secretary of State's Office examines and files state trademarks, maintains the state notary public database, and issues commissions for elected officials and those appointed by the Governor. The Secretary of State's Office is also responsible for issuing all statewide cable franchises and serves as the repository for several types of municipal filings. The office handles the incorporation of municipalities and special purpose districts, the annexations of land, and the escheatment of real property in South Carolina. Finally, the Secretary of State's Office regulates charitable organizations, professional fundraisers, nonprofit raffles, business opportunities and employment agencies.

Mission Statement

The mission of the Secretary of State's Office is to provide innovative technology to enhance the transaction of business in the state, to serve the business community and members of the public with prompt and efficient customer service, to protect the charitable donors of South Carolina, and to fulfill all other statutory duties of the office.

The South Carolina Code requires the Secretary of State to serve as the filing agent for several types of documents, as noted in the table below:

| Agency Division | Work Processes | Processed in FY 2022-23 |
|----------------------------------|-------------------------------------------------------------------------------------------------------------------|--------------------------------|
| Business Filings | UCC Filings | 120,933 |
| | Corporate Filings | 151,791 |
| | Copy Work Requests | 234,955 |
| Charities | Charity Registrations | 17,210 |
| | Charity Annual Financial Reports | 17,491 |
| | Charity Financial Report Extensions | 9,343 |
| | Professional Fundraiser Registrations | 1,321 |
| | Fundraiser Contracts & Financial Reports | 2,465 |
| | Raffle Registrations & Financial Reports | 1,493 |
| Notaries, Boards and Commissions | Notary Public Filings | 21,573 |
| | Apostille & Authentication Filings | 12,190 |
| | State Board & Commission Appointments | 1,788 |
| | Oaths & Commissions for Constables, SLED Agents, Department of Natural Resources & Other Law Enforcement Officers | 1,647 |
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| | Ratified Acts & Executive Orders | 192 |
| Trademarks | Trademark, Service Mark & Livestock Brand Registrations | 711 |
| Service of Process | Service of Process Requests | 821 |
| Municipalities | Annexation Filings | 366 |
| | Cable Franchise Filings | 29 |
| | Special Purpose Districts | 178 |

As the state’s repository for these official filings, the Secretary of State’s Office continues to make technology enhancements a top priority. The goal of these enhancements is threefold: maintaining the highest levels of customer service and accessibility; improving the efficiency and productivity of our staff; and protecting the data and infrastructure of the agency.

Technology Enhancements and Cybersecurity

The Information Technology (IT) Division is integral in providing the online and internal applications for customers and staff, as well as ensuring that the agency has the infrastructure and security to operate. This fiscal year, the IT Division continued its mission to expand online technology for our customers and create new internal applications to increase productivity. The Deputy Secretary and Division Directors work closely with IT staff on new application development. Additionally, updates to existing applications continue to provide efficient online services for customers.

In FY 2022-23, the IT Division developed and launched the Online Electronic Notary Portal. The portal allows a seamless registration process for electronic notaries, including educational information, and online receipt of the electronic notary certification. The portal’s API (application programming interface) allows electronic notary solution providers to systematically send images of seals and signatures through the API. This process reduces 95% of the internal staff manual processing time, and eliminates 100% of the manual processing time for online solution providers. This portal also was used to create online options for traditional paper notaries to submit change of status forms online. These new applications demonstrate the Secretary of State’s commitment to expanding online services for customers and making the filing process more efficient.

This fiscal year, the Secretary of State’s Office also deployed Give Smart SC, a free, mobile app to allow donors to research charitable organizations. By using this app, donors can easily determine whether a charity is registered and review its most recently filed financial data.

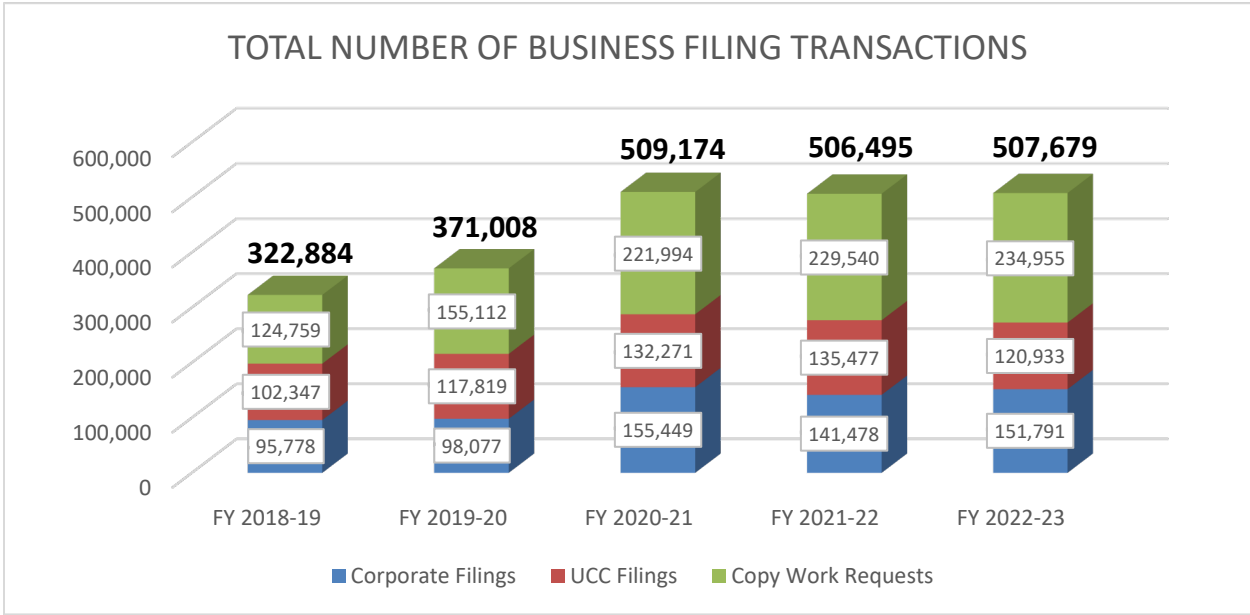
Cybersecurity remains a constant challenge, and in FY 2022-23, the IT Division met this challenge by providing continuous security updates to firewalls, servers, and PCs. The IT Division remains vigilant in its support of both in-house and customer-facing technology for the benefit of staff and members of the public.

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The Secretary of State’s Office continues to work with the Department of Administration’s Division of Technology to provide off-site storage of our databases as part of our disaster recovery plan. In addition, we continue to work on the requirements of the Department’s statewide security plan. As the office continues to expand online services offered, maintaining IT infrastructure remains more critical than ever for serving our customers.

Business Filings Division

The Secretary of State’s Office is integral to the transaction of business in the state. New business formations and amendments to existing business entities are filed with the office. The Secretary is also responsible for Uniform Commercial Code Article 9 secured transaction filings.



In FY 2022-23, the Business Filings Division continued to experience a high level of volume as in the prior fiscal year. While the number of Uniform Commercial Code filings decreased by 10.7%, from 135,477 filed in FY 2021-22, to 120,933 filed in FY 2022-23, the number of corporate filings increased by 7.3%, from 141,478 filed in FY 2021-22, to 151,791 filed in FY 2022-23. The total number of copy work requests for FY 2022-23 was 234,955, up 2.4% from the 229,540 requests received in FY 2021-22.

Secretary Hammond remains committed to providing online filing capabilities which are critical for our customers. With continuous enhancements to the Business Entities Online Filing, Search, and Retrieval System, online filings remained steady at nearly 90%. The Business Entities Online system allows businesses to file corporate documents online and receive filed copies electronically from any location, at any time. With the Uniform Commercial Code (UCC) Filing, Search and Document Retrieval System, 78.5% of documents were filed online, a 10% increase from the prior fiscal year. In addition to providing online service to our business customers, the Secretary of State’s Office is committed to

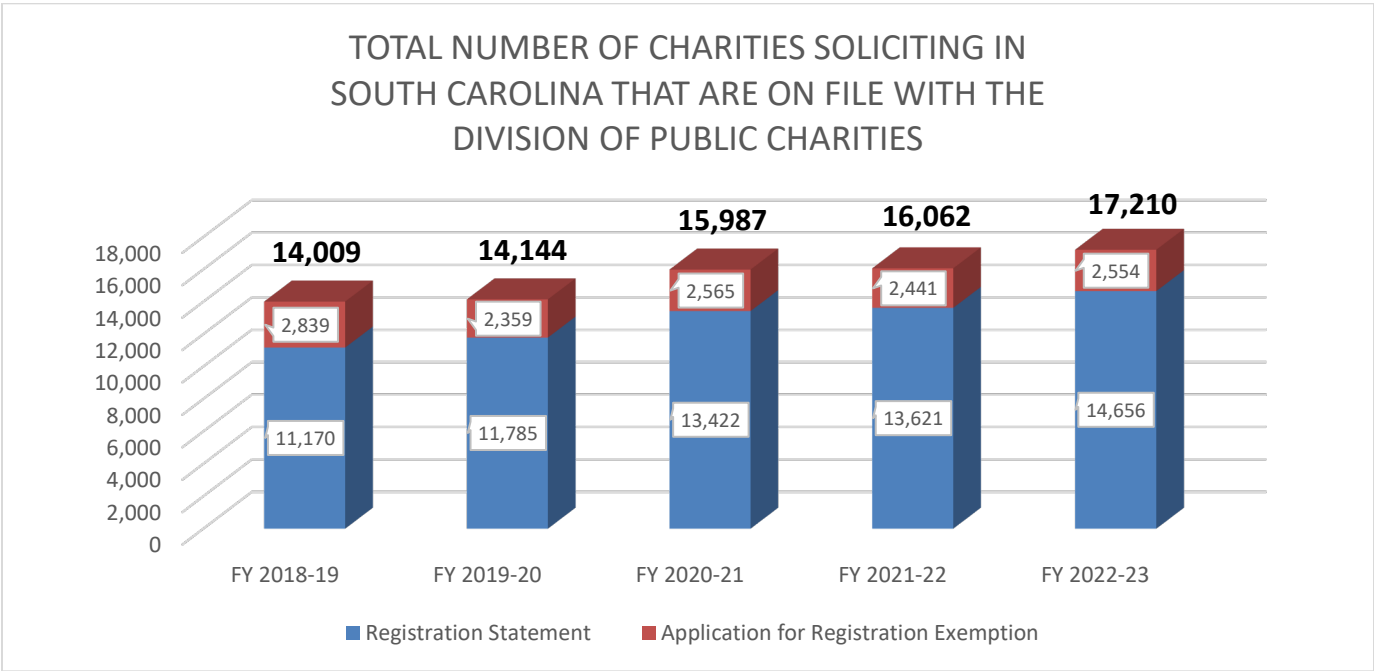
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responding to calls and walk-in customers. In FY 2022-23, the Business Filings Division served 66,923 phone customers and 3,752 walk-in customers.

Division of Public Charities—Filings, Enforcement, and Donor Education

As administrator of the South Carolina Solicitation of Charitable Funds Act, Secretary Hammond remains committed to promoting transparency in charitable giving and protecting South Carolina’s donors. Under the Act, the mission of the Secretary of State’s Public Charities Division is to (1) efficiently register all charitable organizations and professional fundraisers soliciting in the state of South Carolina; (2) review all financial reports submitted by registered charities and fundraisers, and make this information available to the public; and (3) investigate and prosecute all violations of the Solicitation of Charitable Funds Act.

In FY 2022-23, 17,210 charitable organizations registered or filed annual applications for registration exemption with the Secretary of State’s Division of Public Charities. This was a 7.1% increase over the previous fiscal year. Of these registration filings, 82.9% were filed using the Secretary of State’s Online Charities System. Additionally, the Division of Public Charities filed 17,491 annual financial reports and 9,343 annual financial report extensions for charitable organizations. The Charities Division also filed 3,786 professional fundraiser registrations, fundraising contracts, and joint financial reports. In FY 2022-23, 625 nonprofit organizations filed raffle registrations with the Charities Division. The Charities Division assisted 17,384 customers via telephone and 381 walk-in customers.



During FY 2022-23, Secretary Hammond continued to bring enforcement actions against charities and professional fundraisers that violated the Solicitation of Charitable Funds Act. The Secretary of State’s

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Office collected \$654,720.00 in fine revenue for violations of the Solicitation of Charitable Fund Act in FY 2022-23, a 44.6% increase over the prior fiscal year. The Secretary of State’s Office was successful in seeking injunctive relief against in-state charitable organizations that were not in compliance with the Solicitations of Charitable Funds Act, filing 10 petitions with the South Carolina Administrative Law Court. The Secretary of State’s Investigations Division opened 295 cases involving charities, professional fundraisers, and raffles. Additionally, the Investigations Division reviewed 2,941 expired and terminated charities, and issued 341 registration violations as a result.

The Online Charitable Solicitation Complaint Form continues to be an important tool in the enforcement of the Solicitation of Charitable Funds Act. This application allows consumers to submit confidential complaints regarding charitable organizations, professional fundraisers, and raffles directly through the Secretary of State’s website. In FY 2022-23, investigative staff received 454 charity-related complaints, and 157 of these complaints were submitted online at the agency’s website.

In addition to promoting transparency and accountability, Secretary Hammond believes that donor education is central to fostering a culture of wise charitable giving. To that end, the Secretary of State’s Office maintained the search engines for charities, professional fundraisers, and raffles on its website, which allowed donors to look up registered organizations and review the most recent financial information filed with the Division of Public Charities. In FY 2022-23, the Secretary of State’s Office launched Give Smart SC, a free, mobile app to allow donors to research charitable organizations. As in previous years, the agency issued a public service announcement during the holiday season to promote wise charitable giving and notify the public of the online services offered by the Charities Division.

In addition to these donor education initiatives, Secretary Hammond recognized 10 “Angel” charities for their service to the state of South Carolina and efficient use of donor contributions in November 2022. In October 2022, the office participated in International Charity Fraud Awareness Week, a multistate public education campaign, by publishing on its website the 2021-2022 Wise Giving Report. The Wise Giving Report provided tips on wise charitable giving as well as detailed information from fundraising contracts and joint financial reports filed by professional solicitors in 2021 and 2022. In FY 2022-23, Secretary of State’s Office staff conducted 15 speaking presentations and trainings on the Solicitation of Charitable Funds Act and nonprofit raffles to a variety of organizations.

Trademarks Division and Counterfeit Goods Enforcement

The Secretary of State’s Office is the agency responsible for examining and filing all state trademarks, service marks, livestock brands and earmarks. In FY 2022-23, the office approved 711 initial, renewal, or assignment applications. To assist trademarks customers, the Secretary of State’s Office maintains an online listing of trademarks and service marks registered with the Secretary of State. The list is updated daily and includes the name of the trademark or service mark, the relevant goods or services and class numbers, the applicant’s name, and the expiration date of the mark. The Secretary of State’s Office also

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maintains an online listing of livestock brands and earmarks that is updated daily. These listings make it easier for customers to determine the availability of a mark, and improves the efficiency of the Trademarks Division by reducing the number of calls received from customers.

The Secretary of State’s Office continued to assist law enforcement on the local, state, and federal level to investigate and prosecute counterfeit trafficking in South Carolina. In FY 2022-23, the Secretary of State’s Office opened 35 counterfeit investigations, and participated in investigations that led to eight arrests, 17 cease-and-desist orders, and the seizure of \$20,762,060.00 in counterfeit merchandise. The Secretary of State’s Investigations Division assisted the United States Department of Homeland Security by serving as experts in identification of counterfeit goods. As a result of these efforts, the Investigations Division was able to assist with the interception of \$884,560.00 in counterfeit goods before it was circulated in South Carolina.

Division of Notaries Public, Boards and Commissions, and Authentications

The Secretary of State is the public official charged with commissioning notaries public in the state of South Carolina. Notaries public play an important role in the prevention of fraud. In FY 2022-23, the Secretary of State commissioned 17,114 notaries public, 6,446 of whom renewed their commissions. As of June 30, 2023, there were a total of 155,674 commissioned notaries public in South Carolina. This fiscal year, Secretary Hammond hosted seven in-person notary public seminars around the state, in addition to providing a virtual seminar online.

In FY 2022-23, the Secretary of State’s IT Division developed and launched a system to allow for the registration of electronic notaries public pursuant to the South Carolina Electronic Notary Public Act. The Act permits the notarization of electronic documents using an electronic or digital signature. The online electronic notary public registration system allows commissioned notaries public to meet the testing requirements under the Act and to access an authorized electronic notary system provider. In FY 2022-23, the Secretary of State registered 65 electronic notaries public.

Additionally, in FY 2022-23, the Secretary of State launched an online application to allow notaries public to file change in status forms online. This fiscal year, 165 notaries used this online application to file change in status forms with our office.

Notaries Division staff continues to update the state boards and commissions online database that launched in 2014. The online system has benefited members of the public interested in serving on state boards and commissions, and the appointing authorities as well, by providing up-to-date information on current board members, expired terms, and vacancies.

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The Secretary of State’s Notaries Division processes apostilles and authentications daily for our customers who seek this service for adoption records, school records and transcripts, vital records, background checks and travel documents. The Notaries Division issued 11,758 apostilles and authentications in FY 2022-23. Furthermore, the Notaries Division received 10,836 phone calls and had 3,171 walk-in customers. The Notaries Division also is responsible for maintaining all Executive Orders of the Governor and Ratified Acts of the General Assembly.

Risk Assessment and Mitigation Strategies

The Secretary of State’s Office is integral in the transaction of business in the state. The duties of the office are mandated by statute. Failing to accomplish our goals and objectives would have a detrimental impact on business and the economy in South Carolina, since articles forming, amending, and dissolving businesses are filed in the Secretary of State’s Office. The customers we serve include individual members of the public, business entities, nonprofits, lending institutions, the legal community, accountants, state agencies, and members of the legislative and executive branches of government.

In addition to affecting the business community, failing to meet our goals and objectives would impact charitable donors in the state of South Carolina. The Secretary of State is tasked with promoting transparency and accountability through the Solicitation of Charitable Funds Act, and taking enforcement actions against violators of the Act. The Secretary of State’s Office also works alongside the General Assembly and Governor’s Office by filing Ratified Acts and Executive Orders, as well as commissioning public officials.

In order to ensure that the Secretary of State’s Office meets its goals and objectives, the General Assembly could provide the following to ensure that the office does not face a crisis in delivering services:

1. Permit the Secretary of State’s Office to maintain additional revenue collected from other funds to assist with the operations of the office with increased spending authorization.
2. Provide needed resources by increasing the agency’s General Fund appropriations. In FY 2022-2023, the Secretary of State returned \$13,626,872.00 to the State General Fund, while receiving state appropriations of only \$1,355,642.00. Increasing General Fund appropriations would allow the office to have adequate funds for projects critical in meeting the mission of the agency and to retain staff.

Restructuring Recommendations

The Secretary of State’s Office has no restructuring recommendations as none are needed in this agency.

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Conclusion

Throughout his tenure as South Carolina’s Secretary of State, Secretary Hammond has remained committed to providing exemplary customer service to the public while fulfilling the many statutory duties of the office. He continues to strive toward this goal through cross-training of staff and enhancing the technological services of the office. Secretary Hammond remains committed to educating the public about the services offered by the agency, maintaining South Carolina’s business friendly environment, and promoting transparency and accountability in charitable giving.

AGENCY NAME:

South Carolina Secretary of State

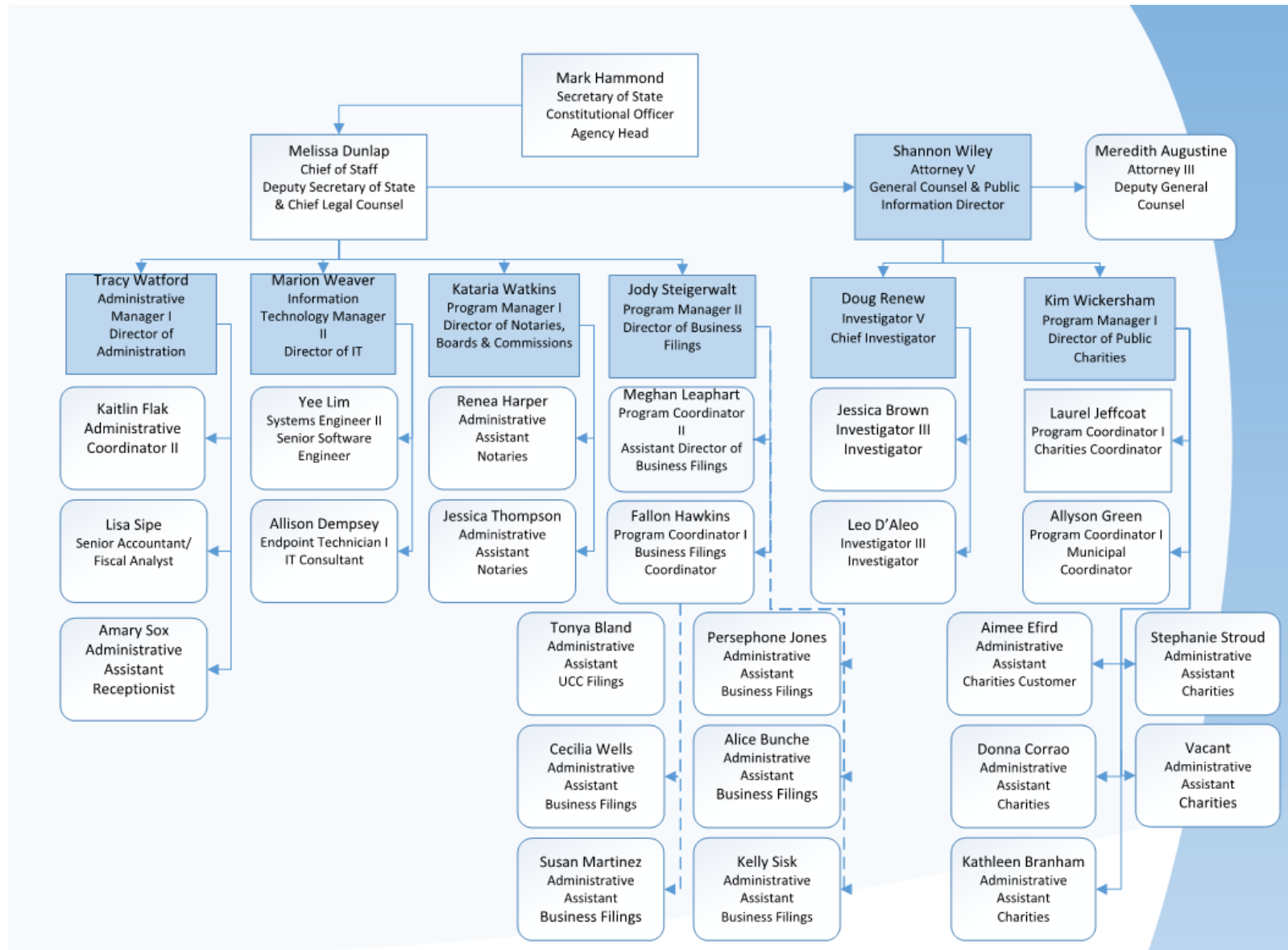
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AGENCY ORGANIZATIONAL CHART



2023

Reorganization and Compliance

as submitted for the Accountability Report by:

E080 - Secretary of State's Office

Primary Contact

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|------------|-----------|-------------------------------------------------|--------------------|--------------|
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Secondary Contact

| First Name | Last Name | Role/Title | Email Address | Phone |
|------------|-----------|-----------------------------------------------|-------------------|--------------|
| Shannon | Wiley | General Counsel & Public Information Director | swiley@sos.sc.gov | 803-734-0246 |

Agency Mission

Adopted in:

2007

The mission of the Secretary of State's Office is to provide innovative technology to enhance the transaction of business in the state, to serve the business community and members of the public with prompt and efficient customer service, to protect the charitable donors of South Carolina, and to fulfill all other statutory duties of the office.

Agency Vision

Adopted in:

2021

The Secretary of State's Office is continuing efforts to improve customer service to businesses, charities, public officials, and members of the public by expanding the accessibility and efficiency of its statutorily mandated services. The Secretary of State's Office seeks to do this by increasing and enhancing its online applications, while retaining the option for traditional, in-person customer service.

Recommendations for reorganization requiring legislative change:

None

Agency intentions for other major reorganization to divisions, departments, or programs to allow the agency to operate more effectively and efficiently in the succeeding fiscal year:

None

Significant events related to the agency that occurred in FY2023

| Description of Event | Start | End | Agency Measures Impacted | Other Impacts |
|------------------------------------------------------|-------|-----|--------------------------|---------------|
| No significant events affected performance measures. | | | | |

Is the agency in compliance with S.C. Code Ann. § 2-1-220, which requires submission of certain reports to the Legislative Services Agency for publication online and the State Library? (See also S.C. Code Ann. § 60-2-20).

Yes

Reason agency is out of compliance: (if applicable)

Is the agency in compliance with various requirements to transfer its records, including electronic ones, to the Department of Archives and History? See the Public Records Act (S.C. Code Ann. § 20-1-10 through 20-1-180) and the South Carolina Uniform Electronic Transactions Act (S.C. Code Ann. § 26-6-10 through 26-10-210).

Yes

Does the law allow the agency to promulgate regulations?

Yes

Law number(s) which gives the agency the authority to promulgate regulations:

SC Code Sections 5-1-10 to 5-1-110; 26-2-190; 26-6-190; 30-6-10 to 30-6-70; 33-57-190; 36-9-526; 47-9-400

Has the agency promulgated any regulations?

Yes

Is the agency in compliance with S.C. Code Ann. § 1-23-120 (J), which requires an agency to conduct a formal review of its regulations every five years?

Yes

(End of Reorganization and Compliance Section)

FY2023

Strategic Plan Results

as submitted for the Accountability Report by:

E080 - Secretary of State's Office

Goal 1 #N/A

Goal 2 #N/A

Goal 3 #N/A

Goal 4 #N/A

| Perf. Measure Number | Description | Base | Target | Actual | Value Type | Desired Outcome | Time Applicable | Calculation Method | Data Source | Data Location | Stakeholder Need Satisfied | Primary Stakeholder | State Funded Program Number Responsible | Notes |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|--------------|------------------|--------------------------|-------------------|-----------------------------------------------------------------------|------------------|---------------|-------------------------------------|-------------------------------------|-----------------------------------------|------------------------------------------------------------------------------------------------------------|
| 1.1. Expand functionality and enhancements to online business filings and document request system. State Objective: Government and Citizens | | | | | | | | | | | | | | |
| 1.1.1 | Expand online special corporate filings available to customers filing business trusts, cooperatives and other special corporate filings. | 91% | 96% | 96% | Percent | Equal to or greater than | State Fiscal Year | Percent of increase in special online corporate filings | Internal records | IT Reports | Direct benefits to agency customers | Direct customers of agency services | 0100.000000.000 | |
| 1.1.2 | Identify possible application modifications or additional information included in the online filing process to reduce the number of online rejections. | 29,782 | 10% | Decreased 2% | Percent | Equal to or less than | State Fiscal Year | Percent of reduction in online business filings rejections | Internal records | IT Reports | Direct benefits to agency customers | Direct customers of agency services | 0100.000000.00 | Implementing additional instructions are still underway to work towards reducing the number of rejections. |
| 1.2. Expand functionality and enhancements to charities, professional fundraisers, and raffles online filing system. State Objective: Government and Citizens | | | | | | | | | | | | | | |
| 1.2.1 | Continue to provide enhancements to charities in-house application. | 95% | 100% | 100% | Percent | Equal to or greater than | State Fiscal Year | Percent of increase in enhancements in charities online filing system | Internal records | IT Reports | Direct benefits to agency customers | Direct customers of agency services | 0100.000000.00 | |
| 1.2.2 | Create charities mobile phone application to provide convenient access to data for potential charitable donors . | 0% | 100% | 100% | Percent complete | Complete | State Fiscal Year | Percent of completion by June 30 | Internal records | IT Reports | Direct benefits to agency customers | Direct customers of agency services | 0100.000000.00 | |
| 1.3. Create and launch new electronic notary registration system pursuant to the SC Electronic Notary Act. State Objective: Government and Citizens | | | | | | | | | | | | | | |
| 1.3.1 | Creation and launch of electronic notarization application for online and in-house customers pursuant to the enactment of the SC Electronic Notary Act. | 0% | 90% | 100% | Percent | Equal to or greater than | State Fiscal Year | Percent of completion by June 30 | Internal records | IT Reports | Direct benefits to agency customers | Direct customers of agency services | 0100.000000.00 | |
| 2.1. Promote public awareness and education on the Solicitation of Charitable Funds Act through in-person and virtual presentations. State Objective: Government and Citizens | | | | | | | | | | | | | | |

| Perf. Measure Number | Description | Base | Target | Actual | Value Type | Desired Outcome | Time Applicable | Calculation Method | Data Source | Data Location | Stakeholder Need Satisfied | Primary Stakeholder | State Funded Program Number Responsible | Notes |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|--------|--------|------------|--------------------------|-------------------|---------------------------------------------------------------------------------------------------|---------------|--------------------------------------------------|-------------------------------------|-------------------------------------|-----------------------------------------|--------------------------------------------------------------------------------------------------------------------|
| 2.1.1 | Number of wise charitable giving seminars and trainings on the Solicitation of Charitable Funds Act conducted throughout the state and virtually to targeted audiences, including charitable organizations, fraternal organizations, industry associations, and educational institutions. | 10 | 12 | 15 | Count | Equal to or greater than | State Fiscal Year | Total number of trainings | Staff reports | Charities, Investigative and Legal Staff Records | Direct benefits to agency customers | Direct customers of agency services | 0100.000000.00 | |
| 3.1 Increase efforts to hold charitable organizations and professional fundraisers accountable under the Solicitation of Charitable Funds Act through expanded judicial/court/legal actions. State Objective: Government and Citizens | | | | | | | | | | | | | | |
| 3.1.1 | Number of in-state enforcement actions, including petitions for injunctive relief, filed with the Administrative Law Court. | 11 | 10 | 10 | Count | Equal to or greater than | State Fiscal Year | Total number of in-state trainings | Staff reports | Legal Staff Records | Direct benefits to agency customers | Direct customers of agency services | 0100.000000.00 | |
| 3.2 Collaborate with other state and federal agencies to bring multistate actions against charitable organizations and professional fundraisers, and conduct nationwide educational campaigns on charity fraud. State Objective: Government and Citizens | | | | | | | | | | | | | | |
| 3.2.1 | Number of enforcement actions and/or educational outreach programs conducted with out-of-state agencies. | 2 | 2 | 2 | Count | Equal to or greater than | State Fiscal Year | Total number of joint enforcement actions and/or educational campaigns with out-of-state agencies | Staff reports | Legal and Investigations Staff Records | Direct benefits to agency customers | Direct customers of agency services | 0100.000000.00 | |
| 4.1 Develop web-based training videos/tutorials to assist charitable organizations, professional fundraisers, and nonprofit raffles with the online filing system. State Objective: Government and Citizens | | | | | | | | | | | | | | |
| 4.1.1 | Create six training videos/tutorials for public users of the Charities, Professional Fundraisers, & Raffles Online Filing System in order to increase the number of customers submitting online filings and to reduce the number of rejected online filings, while providing detailed instructions on required registrations, financial reports, and other filings under the S.C. Solicitation of Charitable Funds Act. | 2 | 6 | 3 | Count | Equal to or greater than | State Fiscal Year | Total number of training videos/tutorials | Staff reports | Charities Staff Records and IT Reports | Direct benefits to agency customers | Direct customers of agency services | 0100.000000.00 | The creation of the next three training videos/tutorials for public users are in the process of being implemented. |

Strategic Plan Development

FY2024

as submitted for the Accountability Report by:

E080 - Secretary of State's Office

- Goal 1** Expand online special corporate filings available to customers filing business trusts, cooperative associations and other special corporate filings.
- Goal 2** Identify possible application modifications or additional information included in the online filing process to reduce the number of online rejections for business filings.
- Goal 3** Update the UCC online filing application with new IT upgrades for enhanced customer experience.
- Goal 4** Expand the functionality of the electronic notary application to include additional services.
- Goal 5** Increase efforts to hold charitable organizations, professional fundraisers, and nonprofit organizations accountable under the Solicitation of Charitable Funds Act and state law governing raffles through expanded judicial/court/legal actions.
- Goal 6** Expand the functionality of the Give Smart charities application to add access to confidential complaint form.
- Goal 7** Promote public awareness and education on the Solicitation of Charitable Funds Act through in-person and virtual presentations.
- Goal 8** Collaborate with other state and federal agencies to bring multistate actions against charitable organizations and professional fundraisers, and conduct nationwide educational campaigns on charity fraud.
- Goal 9** Create and implement structured settlement purchase company filing process pursuant to Act No.22 of 2023, to include in-house and online filing applications.

| Perf. Measure Number | Description | Base | Target | Value Type | Desired Outcome | Time Applicable | Calculation Method | Data Source | Data Location | Stakeholder Need Satisfied | Primary Stakeholder | State Funded Program Number Responsible | Notes |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|------------------|--------------------------|-------------------|---------------------|------------------|---------------------|-----------------------------|--------------------------------|-----------------------------------------|-------|
| 1.1 Create additional online filing options for business trusts, cooperative associations, and other special corporate filings. | | | | | | | | | | | | | |
| State Objective: Government and Citizens | | | | | | | | | | | | | |
| 1.1.1 | Provision of filing capability for business trusts, cooperative associations, and other filings for online customers. | 96% | 100% | Percent complete | Complete | State Fiscal Year | Percentage Increase | Internal Records | IT Reports | Direct benefit to customers | Direct customers of the agency | 0100.000000.00 | |
| 2.1 Create additional verbiage and instructions for customers in an attempt to reduce the number of filings that are rejected. | | | | | | | | | | | | | |
| State Objective: Government and Citizens | | | | | | | | | | | | | |
| 2.1.1 | Percentage decrease in rejections of online filings for Business Filings Division (Corporations). | 29,043 | 10% | Percent complete | Complete | State Fiscal Year | Percentage Decrease | Internal Records | IT Reports | Direct benefit to customers | Direct customers of the agency | 0100.000000.00 | |
| 3.1 Provide latest technology for the enhancement of the UCC online filing application. | | | | | | | | | | | | | |
| State Objective: Government and Citizens | | | | | | | | | | | | | |
| 3.1.1 | Development and implementation of enhancements to UCC online filing system to include upgraded modern browser compatibility with Microsoft Edge. | 0% | 100% | Percent complete | Complete | State Fiscal Year | Percentage Increase | Internal Records | IT Reports | Direct benefit to customers | Direct customers of the agency | 0100.000000.00 | |
| 4.1 Create additional online filing options through the current online electronic notary application. | | | | | | | | | | | | | |
| State Objective: Government and Citizens | | | | | | | | | | | | | |
| 4.1.1 | Development and implementation of additional electronic notary application features to include online functionality for filings related to paper notaries. Online filing options will expand beyond change of status forms. | 50% | 100% | Percent complete | Complete | State Fiscal Year | Percentage Increase | Internal Records | IT Reports | Direct benefit to customers | Direct customers of the agency | 0100.000000.00 | |
| 5.1 File legal actions against charitable organizations, professional fundraisers and nonprofit organizations that are in violation of the Solicitation of Charitable Funds Act and state law governing nonprofit raffles. | | | | | | | | | | | | | |
| State Objective: Government and Citizens | | | | | | | | | | | | | |
| 5.1.1 | Number of in-state enforcement actions, including petitions for injunctive relief, filed with the Administrative Law Court. | 10 | 15 | Count | Equal to or greater than | State Fiscal Year | Count | Staff Reports | Legal Staff Records | Direct benefit to customers | Direct customers of the agency | 0100.000000.00 | |
| 6.1 Add the confidential charities complaint for as a functionality of the Give Smart App. | | | | | | | | | | | | | |
| State Objective: Government and Citizens | | | | | | | | | | | | | |
| 6.1.1 | Addition of access to the online complaint filing system on the Give Smart SC mobile app. | 0% | 100% | Percent complete | Complete | State Fiscal Year | Percentage Increase | Internal Records | IT Reports | Direct benefit to customers | Direct customers of the agency | 0100.000000.00 | |
| 7.1 Deliver educational information to promote public awareness of the Solicitation of Charitable Funds Act and wise charitable giving. | | | | | | | | | | | | | |
| State Objective: Government and Citizens | | | | | | | | | | | | | |
| 7.1.1 | Number of wise charitable giving seminars and trainings on the Solicitation of Charitable Funds Act and raffles conducted throughout the state and virtually to targeted audiences, including charitable organizations, fraternal organizations, industry associations, and educational institutions. | 15 | 17 | Count | Equal to or greater than | State Fiscal Year | Count | Staff Reports | Legal Staff Records | Direct benefit to customers | Direct customers of the agency | 0100.000000.00 | |

| Perf. Measure Number | Description | Base | Target | Value Type | Desired Outcome | Time Applicable | Calculation Method | Data Source | Data Location | Stakeholder Need Satisfied | Primary Stakeholder | State Funded Program Number Responsible | Notes | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|--------|------------------|-----------------|--------------------------|---------------------|------------------|---------------|-----------------------------|--------------------------------|-----------------------------------------|----------------|--|
| 8.1 Join in multistate enforcement actions against charitable organizations and national educational campaigns on charity fraud. State Objective: Government and Citizens | | | | | | | | | | | | | | |
| 8.1.1 | Number of enforcement actions and/or educational outreach programs conducted with out-of-state and federal agencies. | | 2 | 2 | Count | Equal to or greater than | State Fiscal Year | Count | Staff Reports | Legal Staff Records | Direct benefit to customers | Direct customers of the agency | 0100.000000.00 | |
| 9.1 Develop and launch structured settlement purchase company application. State Objective: Government and Citizens | | | | | | | | | | | | | | |
| 9.1.1 | Development and implementation of a registration process for structured settlement purchases companies, to include tracking of registration filings, online publication of registration data, and enforcement actions toward non-compliant entities. | 0% | 100% | Percent complete | Complete | State Fiscal Year | Percentage Increase | Internal Records | IT Reports | Direct benefit to customers | Direct customers of the agency | 0100.000000.00 | | |

2023

Budget Data

as submitted for the Accountability Report by:

E080 - Secretary of State's Office

| State Funded Program No. | State Funded Program Title | Description of State Funded Program | (Actual) General | (Actual) Other | (Actual) Federal | (Actual) Total | (Projected) General2 | (Projected) Other | (Projected) Federal4 | (Projected) Total |
|--------------------------|------------------------------|--------------------------------------|------------------|-----------------|------------------|-----------------|----------------------|-------------------|----------------------|-------------------|
| 0100.000000.000 | Administration | Personal Service and Other Operating | \$ 956,819.00 | \$ 2,230,800.00 | \$ - | \$ 3,187,619.00 | \$ 986,312.00 | \$ 2,522,746.00 | \$ - | \$ 3,509,058.00 |
| 9500.050000.000 | State Employer Contributions | Fringe Benefits | \$ 398,823.00 | \$ 493,306.00 | \$ - | \$ 892,129.00 | \$ 415,635.00 | \$ 540,079.00 | \$ - | \$ 955,714.00 |

2023

Legal Data

as submitted for the Accountability Report by:

E080 - Secretary of State's Office

| Law number | Jurisdiction | Type | Description | Purpose the law serves: | Notes: | Changes made during FY2023 |
|--------------|--------------|---------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|--------|----------------------------|
| § 11-11-40 | State | Statute | The Comptroller General is required to furnish to the Governor financial statements for each state agency, classified and itemized in strict accordance with the budget classifications adopted by the Governor. To fulfill that requirement, each state agency including the Secretary of State's Office is required to submit annual financial reports to the Comptroller General's Office. | Report our agency must/may provide | | No Change |
| § 1-1-1310 | State | Statute | Each state board and commission must send written notification of all appointments, elections, resignations, or vacancies to the Secretary of State. | Requires a service | | No Change |
| § 11-15-20 | State | Statute | The Secretary of State shall file copies of records of proceedings relating to the issuance of bonds by state agencies and provide certified copies to purchasers of bonds and interested parties. The Secretary of State may charge a reasonable fee for the certification. | Requires a service | | No Change |
| § 11-35-2440 | State | Statute | As a state agency, the Secretary of State's Office is required to submit to the chief procurement officer a quarterly report of all contracts made pursuant to Section 11-35-1560 (Sole Source Procurement) and Section 11-35-1570 (Emergency Procurements). A copy of the report must be submitted annually to the State Fiscal Accountability Authority and made available for public inspection. | Report our agency must/may provide | | No Change |
| § 11-35-5240 | State | Statute | As a state agency, the Secretary of State's Office is required to submit its Minority Business Enterprise (MBE) Utilization Plan to the Small and Minority Business Assistance Office on an annual basis, and file quarterly progress reports. | Report our agency must/may provide | | No Change |
| § 11-35-5260 | State | Statute | The Small and Minority Business Assistance Office shall report annually in writing to the Governor the number and dollar value of contracts awarded for each governmental body to a certified minority firm during the preceding fiscal year. | Report our agency must/may provide | | No Change |
| § 11-41-120 | State | Statute | All bonds issued under the State General Obligation Economic Development Bond Act must be signed by the Governor and State Treasurer, and attested to by the Secretary of State. The Great Seal of the State must be affixed to the bond. | Requires a service | | No Change |
| § 11-44-60 | State | Statute | The Secretary of State registers and renews qualified businesses that meet the criteria for registration under the High Growth Small Business Job Creation Act. The Secretary of State may revoke a registration if false information is found in the application. The Secretary of State reports a list of registered qualified businesses by January 31st of each year to the House Ways & Means Committee, Senate Finance Committee, and the Governor, and must post an aggregated statewide report on the agency's website. | Requires a service | | No Change |
| § 1-1-810 | State | Statute | As a state agency, the Secretary of State must send to the Governor and the General Assembly an annual accountability report. | Report our agency must/may provide | | No Change |
| § 1-1-820 | State | Statute | The annual accountability report must contain the agency's mission, objectives to accomplish the mission, and performance measures that show the degree to which objectives are being met. | Report our agency must/may provide | | No Change |
| § 1-23-120 | State | Statute | As a state agency that promulgates or administers regulations, the Secretary of State must conduct a formal review of all regulations that it has promulgated or that it administered and submit a report to the Code Commissioner regarding whether the regulations should be repealed or amended. The review and report must be completed every five years. | Report our agency must/may provide | | No Change |
| § 1-5-30 | State | Statute | The Secretary of State keeps the records and papers of the Executive Chamber when the Governor is absent from the state capitol. | Requires a service | | No Change |

| Law number | Jurisdiction | Type | Description | Purpose the law serves: | Notes: | Changes made during FY2023 |
|------------|--------------|---------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|--------|----------------------------|
| § 1-5-40 | State | Statute | The Secretary of State is responsible for monitoring positions on state boards and commissions, as certified to the Secretary of State by the appointing authorities. In addition, the Secretary of State must keep a public record available for inspection of the composition of state boards and commissions, and publicize vacancies, expired terms, and terms expiring within one year. | Requires a service | | No Change |
| § 1-5-50 | State | Statute | The Secretary of State may collect fees for the actual cost of searching and making copies of records, and use the fees collected to defray expenses associated with purchasing and maintaining computer and telephone facsimile equipment and rent. | Requires a service | | No Change |
| § 1-5-60 | State | Statute | The Secretary of State may collect fees to recover the costs of collection of dishonored checks and retain the fees to defray collection expenses. | Requires a service | | No Change |
| § 15-9-245 | State | Statute | Foreign corporations or nonprofits not authorized to do business in this state are considered to have designated the Secretary of State as agent for service of process. The Secretary of State forwards the documents by certified mail addressed to the corporation either at its registered office in the jurisdiction of its incorporation, its principal place of business in the jurisdiction, or at the last address of the foreign business or nonprofit corporation known to the plaintiff, in that order. | Requires a service | | No Change |
| § 15-9-250 | State | Statute | Service of process may be made on the Secretary of State as agent for a foreign rural electric cooperative. The Secretary of State forwards the documents by certified mail to the entity at the address specified in the instrument appointing the Secretary of State as agent for service. | Requires a service | | No Change |
| § 15-9-280 | State | Statute | Any act of transacting insurance business by an unauthorized insurer is irrevocable appointment of the Secretary of State as the true and lawful attorney on whom may be served all lawful process in any action in any court by the Director of the Department of Insurance or by the State, and on whom may be served any process in any proceeding before the Department of Insurance and which arises out of transacting business in this state by an unauthorized insurer. The Secretary of State forwards the documents by certified mail to the defendant in the court proceeding or to whom the notice, order, pleading, or process in the administrative proceeding is addressed or directed at its last known principal place of business. The Secretary of State shall also keep a record of all process so served on him which shall show the day and hour of service. | Requires a service | | No Change |
| § 15-9-430 | State | Statute | Nonresident directors of domestic corporations are deemed to have appointed the Secretary of State as agent for service of process. The Secretary of State forwards the documents by certified mail to the nonresident director. Delivery of copies of service to the nonresident director must be made by delivering the copy to the most recent address on file with the company's most current annual report or any more current interim report which has been filed with the Secretary of State. | Requires a service | | No Change |
| § 15-9-440 | State | Statute | When there is no resident trustee of an inter vivos trust, the nonresident trustee is deemed to have consented to service of process when served upon the Secretary of State when the trust is created under the laws of this state, or in the case of a foreign trust, when part of the trust property is in this state. | Requires a service | | No Change |
| § 15-9-460 | State | Statute | Anyone engaged in nursery business outside of this state who ships trees or plants into this state appoints the Secretary of State as agent for service. | Requires a service | | No Change |
| § 2-11-10 | State | Statute | The Secretary of State shall serve as a member of the Legislative Council of the General Assembly of South Carolina. | Board, commission, or committee on which someone from our agency must/may serve | | No Change |
| § 25-1-120 | State | Statute | Members of the National Guard may form military corporations for the purpose of social activities and holding property by filing an application for incorporation with the Secretary of State. | Requires a service | | No Change |
| § 26-1-10 | State | Statute | Upon appointment by the Governor, a commission is issued to each notary public and record of the appointment is filed with the Secretary of State. | Requires a service | | No Change |
| § 26-1-110 | State | Statute | A notary public must sign by hand in ink when notarizing a paper record. A notary public with a disability may sign using a signature stamp upon prior approval of the Secretary of State. | Requires a service | | No Change |

| Law number | Jurisdiction | Type | Description | Purpose the law serves: | Notes: | Changes made during FY 2023 |
|-------------|--------------|---------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|--------|-----------------------------|
| § 26-1-130 | State | Statute | Notaries must notify the Secretary of State of changes in status within 45 days by filing a Change in Status form and fee of \$10.00 with the Secretary of State. | Requires a service | | No Change |
| § 26-1-140 | State | Statute | A notary who resigns must submit a Change in Status form indicating the date of resignation. A notary who ceases to reside in this state or becomes permanently unable to perform duties must resign and submit the Change in Status form to the Secretary of State. | Requires a service | | No Change |
| § 26-1-15 | State | Statute | A notary public must be a registered voter in this state, read and write the English language, and submit an application with no significant misstatement or omissions. The application form is provided by the Secretary of State. | Requires a service | | No Change |
| § 26-1-150 | State | Statute | The personal representative of a deceased notary public must notify the Secretary of State in writing and destroy the deceased notary's seals. | Requires a service | | No Change |
| § 26-1-20 | State | Statute | County legislative delegations endorse applicants to be a notary public and choose the means of endorsement. Each delegation notifies the Secretary of State of the method it will utilize. If the delegation chooses endorsement by the senator and representative in whose district the applicant applies, the applicant, senator, and representative indicate their respective districts on the application provided to the Secretary of State. If office of senator or representative is vacant, notary applicant is endorsed by majority of legislative delegation. | Requires a service | | No Change |
| § 26-1-200 | State | Statute | The Secretary of State provides certificates of authority and Apostilles for notarized documents being sent to other states and nations. | Requires a service | | No Change |
| § 26-1-220 | State | Statute | The Secretary of State can charge a reasonable fee for issuing a certificate of authority or Apostille. | Requires a service | | No Change |
| § 26-1-230 | State | Statute | The Secretary of State shall not issue a certificate of authority or Apostille if believed to be for an improper purpose or if the seal or signature cannot be authenticated, the seal or signature is of a foreign official, or the document is a reproduction of a seal or signature. The Secretary of State may not include any statement not within his power or knowledge or certify that a document has been executed in accordance with law or that it is a valid document in a particular jurisdiction. | Requires a service | | No Change |
| § 26-1-25 | State | Statute | A legislator may provide for endorsement of an application by authorizing the chair or secretary of the delegation. A copy of the resolution adopting any method of endorsement for a county must be forwarded to the Secretary of State. | Requires a service | | No Change |
| § 26-1-30 | State | Statute | The fee for issuance or renewal of the commission is \$25.00, collected by the Secretary of State. | Requires a service | | No Change |
| § 26-1-40 | State | Statute | All notaries public take the constitutional oath, certified copies of which are recorded with the Secretary of State. | Requires a service | | No Change |
| § 2-65-50 | State | Statute | As a state agency, the Secretary of State's Office is required to provide the Executive Budget Office an annual report of the sources of all other funds contained in its budget. | Report our agency must/may provide | | No Change |
| § 27-19-10 | State | Statute | On knowledge, belief, or information of another, when lands have escheated to the State after death of the last owner without leaving anyone with a claim to the land, the Secretary of State will issue notification of the supposedly escheated lands to a circuit court judge of the county where the land lies at least two months before the next session of court. | Requires a service | | No Change |
| § 27-19-100 | State | Statute | If the property is being sold at a sacrifice, the Secretary of State may buy it for the Department of Administration, which can then rent or sell the property in a manner for the best interests of the State. | Requires a service | | No Change |
| § 27-19-20 | State | Statute | The escheatment case is heard before a jury and judge, and the court certifies the verdict to the Secretary of State who records it in a book for that purpose and returns the original to the Clerk of Court. | Requires a service | | No Change |
| § 27-19-210 | State | Statute | The Secretary of State or Attorney General may sue for and recover moneys or personal property in the hands of an executor or administrator if the deceased person leaves no one entitled to claim. Any moneys recovered are paid into the State Treasury. | Requires a service | | No Change |

| Law number | Jurisdiction | Type | Description | Purpose the law serves: | Notes: | Changes made during FY2023 |
|-------------|--------------|---------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|--------|----------------------------|
| § 27-19-310 | State | Statute | The duties of the escheator are devolved on the Secretary of State as agent of the Department of Administration and the Secretary shall act under the direction and control of the Department. Under the direction of the Department, the Secretary may use funds and services of subagents of the department as necessary in discovering, renting, litigating, and realizing money from escheated lands. | Requires a service | | No Change |
| § 27-19-320 | State | Statute | The Secretary of State cannot directly or indirectly purchase any escheated lands. If he does so, he is subject to payment of \$5,000.00 and will be rendered incapable of holding or exercising an office of trust. | Requires a manner of delivery | | No Change |
| § 27-19-340 | State | Statute | The Secretary of State turns over the proceeds of escheats to the State Treasurer after deducting and retaining reimbursement to the Sinking Fund. Costs and expenses incurred may be deducted and retained from proceeds of other escheatment cases in discretion of the Department of Administration. | Requires a service | | No Change |
| § 27-19-360 | State | Statute | The Secretary of State must provide an annual report showing receipts and payments in each case of escheat, including all resales, income, rents, and profits derived from the property while held by the Department. | Report our agency must/may provide | | No Change |
| § 27-19-370 | State | Statute | If the Secretary of State fails in his duty, the case goes before a jury and if convicted, that Secretary of State will not be allowed to hold any office of trust or profit in the State. The Secretary shall be responsible for all loss or damage accrued to the State by his misconduct or fraudulent practices. | Requires a manner of delivery | | No Change |
| § 27-19-60 | State | Statute | When there is no claimant to the land, the Secretary of State can rent it until the escheatment process is concluded and the land is sold. | Requires a service | | No Change |
| § 27-19-70 | State | Statute | If no one claims the land within 12 months after expiration of time for advertising, the Clerk of Court issues process signed by the judge to the Secretary of State pronouncing the land escheated and directing him to sell and convey it upon usual notice. | Requires a service | | No Change |
| § 27-19-80 | State | Statute | Once the Secretary of State receives the process from the Clerk of Court pronouncing land escheated, he must advertise the sale of the land in the county newspaper and the most public places of the county, giving six weeks' notice on a credit of 12 months. The Secretary of State will take good and sufficient surety and a mortgage of the premises before the title is altered or changed | Requires a service | | No Change |
| § 27-19-90 | State | Statute | If land is larger than 600 acres and it would be an advantage to the State in its sale, the Secretary of State shall divide the land in a manner most beneficial to the state. | Requires a service | | No Change |
| § 27-40-130 | State | Statute | If a landlord is a nonresident or corporation not authorized to do business in this state and does not designate an agent or if process can't be served on the agent, process is served on the Secretary of State, but service is not effective unless the Plaintiff mails a copy of process and pleading by registered or certified mail requiring a signed receipt to the Defendant at the last reasonably ascertainable address. | Requires a service | | No Change |
| § 30-11-20 | State | Statute | Mortgages or deeds of trust of railroad company property are valid from the time of execution and delivery when filed within 40 days from execution and delivery of mortgages or deeds of trust to the Secretary of State. If filed with the Secretary of State after the 40 days and also recorded with the Clerk of Court or Register of Deeds after 40 days, they are valid from the date of the record. Filings are provided in duplicate. One copy of such instrument filed is given a file number, indexed, and retained by the Secretary of State. The other is properly endorsed, giving the file number from the Secretary of State, and returned | Requires a service | | No Change |
| § 30-11-40 | State | Statute | Instruments in writing for railroads are filed by the Secretary of State with a fee of \$5.00. | Requires a service | | No Change |
| § 30-11-50 | State | Statute | A certified copy of a railroad document filed by the Secretary of State is evidence of the filing and facts contained in the instrument so filed and certified in courts of this State. | Requires a service | | No Change |
| § 30-11-60 | State | Statute | When railroad mortgages on file are satisfied, the mortgagee notes it on the margin of the copy on file or files a separate instrument with the Secretary of State declaring the mortgage satisfied. | Requires a service | | No Change |

| Law number | Jurisdiction | Type | Description | Purpose the law serves: | Notes: | Changes made during FY2023 |
|------------|--------------|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|--------|----------------------------|
| § 30-4-30 | State | Statute | As a public body, the Secretary of State's Office is required to furnish records to persons upon receipt of a Freedom of Information Act request. | Requires a service | | No Change |
| § 31-10-30 | State | Statute | A municipality seeking to form a redevelopment commission may pass an ordinance to form the commission. Upon the filing of a certified copy of the ordinance, the Secretary of State shall issue a certificate of incorporation. | Requires a service | | No Change |
| § 31-3-340 | State | Statute | The Secretary of State files certificates of appointment and reappointment of Housing Authority Commissioners, and the certificate is conclusive evidence of the due and proper appointment of the commissioner. | Requires a service | | No Change |
| § 33-1-200 | State | Statute | All business corporation filings that meet the legal requirements of Chapters 1 through 20 of Title 33, satisfy formatting requirements and that are properly executed are entitled to filing by the Secretary of State. All filings must be accompanied by an exact or conformed copy, the correct filing fee, and any franchise tax, license fee, or penalty required by law. | Requires a service | | No Change |
| § 33-1-210 | State | Statute | The Secretary of State may prescribe and furnish forms for documents filed pursuant to Chapters 1 through 20 of Title 33, applications for certificate of existence; applications for foreign corporations doing business in South Carolina, and the Department of Revenue's annual report. The Secretary of State may also prescribe mandatory forms through regulation | Requires a service | | No Change |
| § 33-1-220 | State | Statute | The Secretary of State shall collect filing fees for documents filed pursuant to Chapters 1 through 20 of Title 33; service of process fees; copy fees for corporate documents; and taxes that must be remitted to the State Treasurer for certain filings. | Requires a service | | No Change |
| § 33-1-230 | State | Statute | A filing is effective on the date that it is received by the Secretary of State unless a delayed effective date and time are specified. | Requires a service | | No Change |
| § 33-1-240 | State | Statute | A business corporation may correct a document filed with the Secretary of State by filing articles of correction. | Requires a service | | No Change |
| § 33-1-250 | State | Statute | If a document delivered to the Secretary of State meets the legal filing requirements stated under Section 33-1-200, the Secretary of State shall file it. The Secretary of State files a document by stamping or endorsing "Filed" on the original and copy of the document, along with the Secretary of State's name and official title. The Secretary of State's duty to file documents is ministerial and does not affect the validity of the document, relate to the correctness of the information contained therein, or create a presumption that the document is valid or contains correct information. | Requires a service | | No Change |
| § 33-1-260 | State | Statute | If the Secretary of State refuses to file a document, the Secretary of State must return it to the business corporation within five days with a brief written explanation of the reason it was rejected. If the Secretary of State refuses to file a document, a business corporation may file an appeal with the Richland County Circuit Court within 30 days of receipt of the rejected filing. | Requires a service | | No Change |
| § 33-1-270 | State | Statute | A certified copy of a document filed by the Secretary of State is conclusive evidence that the original document is on file with the Secretary of State. | Requires a service | | No Change |
| § 33-1-280 | State | Statute | A person may obtain a certificate of existence for a business corporation from the Secretary of State that may be relied upon as conclusive evidence that the business corporation is in existence or is authorized to do business in South Carolina. | Requires a service | | No Change |

| Law number | Jurisdiction | Type | Description | Purpose the law serves: | Notes: | Changes made during FY2023 |
|-------------|--------------|---------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|--------|----------------------------|
| § 33-1-300 | State | Statute | The Secretary of State has the power reasonably necessary to perform the duties required under Chapters 1 through 20 of Title 33. | Requires a service | | No Change |
| § 33-14-200 | State | Statute | The Secretary of State shall begin administrative dissolution proceedings against a business corporation if the corporation fails to pay taxes or penalties, fails to file its annual report with the Department of Revenue, fails to maintain a registered agent or registered office in the state, fails to notify the Secretary of State of a change in registered agent or office, or the duration of the corporation as stated in its articles of incorporation expires | Requires a service | | No Change |
| § 33-14-210 | State | Statute | The Secretary of State must notify a business corporation if grounds for administrative dissolution exist and dissolve the corporation if the grounds are not corrected within 60 days. | Requires a service | | No Change |
| § 33-15-200 | State | Statute | When a foreign corporation files to withdraw its certificate of authority with the Secretary of State, that application sets forth that authority of the registered agent is revoked and the Secretary of State is appointed as agent for service of process in any proceeding based on a cause of action arising during the time it was authorized to transact business. After withdrawal of the corporation is effective, service of process on the Secretary of State is service on the foreign corporation. On receipt of process, the Secretary of State mails a copy to the foreign corporation at the mailing address provided on the application for withdrawal. | Requires a service | | No Change |
| § 33-15-300 | State | Statute | The Secretary of State shall begin a proceeding to revoke the certificate of authority to transact business in South Carolina of a foreign business corporation if the corporation fails to pay taxes or penalties; fails to file its annual report with the Department of Revenue; fails to maintain a registered agent or registered office in the state; fails to notify the Secretary of State of a change in registered agent or office; the incorporator, director, officer or agent of the corporation filed a false document with the Secretary of State; or the Secretary of State is notified that the corporation was dissolved or merged out of existence in the state where the corporation is domesticated. | Requires a service | | No Change |
| § 33-15-310 | State | Statute | The Secretary of State's revocation of a certificate of authority of a foreign corporation appoints the Secretary of State as the agent for service of process in a proceeding based on a cause of action that arose when the corporation was authorized to transact business. On receipt of process, the Secretary of State mails a copy to the secretary of the corporation at its principal office. | Requires a service | | No Change |
| § 33-31-120 | State | Statute | All nonprofit corporation filings that meet the legal requirements of Chapter 31 of Title 33, that satisfy formatting requirements, and that are properly executed are entitled to filing by the Secretary of State. All filings must be accompanied by an exact or conformed copy, the correct filing fee, and any franchise tax, license fee, or penalty required by law. | Requires a service | | No Change |
| § 33-31-121 | State | Statute | The Secretary of State may prescribe and furnish forms for documents filed pursuant to Chapter 31 of Title 33, applications for certificate of existence; and applications for foreign corporations doing business in South Carolina. The Secretary of State may also prescribe mandatory forms through regulation. | Requires a service | | No Change |
| § 33-31-122 | State | Statute | The Secretary of State of State shall collect filing fees for documents filed pursuant to Chapter 31 of Title 33; service of process fees; and copy fees for corporate documents. | Requires a service | | No Change |
| § 33-31-123 | State | Statute | A filing is effective on the date that it is received by the Secretary of State unless a delayed effective date and time are specified. | Requires a service | | No Change |

| Law number | Jurisdiction | Type | Description | Purpose the law serves: | Notes: | Changes made during FY2023 |
|-------------------------------------------------------------------------------|--------------|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|-------------------------------|-----------------------------|
| § 33-31-124 | State | Statute | A nonprofit corporation may correct a document filed with the Secretary of State by filing articles of correction. | Requires a service | | No Change |
| § 33-31-125 | State | Statute | If a document delivered to the Secretary of State meets the legal filing requirements stated under Section 33-31-120, the Secretary of State shall file it. The Secretary of State files a document by stamping or endorsing "Filed" on the original and copy of the document, along with the Secretary of State's name and official title. The Secretary of State's duty to file documents is ministerial and does not affect the validity of the document, relate to the correctness of the information contained therein, or create a presumption that the document is valid or contains correct information. | Requires a service | | No Change |
| 113-200 Municipal Corporations | State | Regulation | Outlines requirements for the incorporation of municipalities | Requires a service | | No Change |
| 113-300 Uniform Real Property Recording Act | State | Regulation | Outlines procedures for the electronic filing of real property records | Requires a service | | No Change |
| 113-400 Electronic Notaries Public | State | Regulation | Outlines requirements for registration of electronic notaries public and electronic notarization system providers, standards for electronic signatures and seals, and electronic notary journal preservation. | Requires a service | Effective June 24, 2022. | No Change |
| 47-15 Department of Employment and Workforce--Contribution and Wage Report | State | Regulation | As a state agency, the Secretary of State's Office must provide an quarterly reports of employees' wages and contributions to the Department of Employment and Workforce to determine premiums for unemployment insurance. | Report our agency must/may provide | | No Change |
| P117.109 (GP: Statewide Strategic Information Technology Plan Implementation) | State | FY23-24 Proviso | As a state agency, the Secretary of State is required to submit to the Department of Administration an annual information technology plan and information security plan. | Report our agency must/may provide | Prior Proviso Number 117.117. | Amended Proviso Number Only |
| P117.13 (GP: Discrimination Policy) | State | FY23-24 Proviso | As a state agency, the Secretary of State is required to submit to the State Human Affairs Commission an annual report of employment and filled vacancy data by race and sex. | Report our agency must/may provide | | No Change |
| P117.29 (GP: Base Budget Analysis) | State | FY23-24 Proviso | As a state agency, the Secretary of State is required to make its annual accountability report accessible to the Governor, the Senate Finance Committee, the House Ways and Means Committee, and the public on or before September 15th. | Report our agency must/may provide | | No Change |

| Law number | Jurisdiction | Type | Description | Purpose the law serves: | Notes: | Changes made during FY2023 |
|---------------------------------------------------------------|--------------|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|------------------------------|-----------------------------|
| P117.33 (GP: Debt Collection Reports) | State | FY23-24 Proviso | As a state agency, the Secretary of State's Office must provide to the Chair of the Senate Finance Committee, the Chair of the House Ways and Means Committee, and the Inspector General an annual report detailing the amount of its outstanding debt and all methods it has used to collect that debt. | Report our agency must/may provide | | No Change |
| P117.70 (GP: Fines and Fees Report) | State | FY23-24 Proviso | As a state agency, the Secretary of State's Office must publish on its website a report of all aggregate amounts of fines and fees that were charged and collected by the agency in the prior fiscal year by September 1st. The report must also be delivered to the Chair of the Senate Finance Committee and Chair of the House Ways and Means Committee by September 1st. | Report our agency must/may provide | Prior Proviso Number 117.73. | Amended Proviso Number Only |
| P117.79 (GP: Bank Account Transparency and Accountability) | State | FY23-24 Proviso | As a state agency, the Secretary of State's Office must provide to the State Fiscal Accountability Authority an annual report of every transaction of the composite reservoir bank account that is not included in the Comptroller General's South Carolina Enterprise Information System (SCEIS). | Report our agency must/may provide | Prior Proviso Number 117.82. | Amended Proviso Number Only |
| P96.1 (SS: UCC Filing Fees) | State | FY23-24 Proviso | Revenues from the fees raised pursuant to Sections 36-9-525(a), not to exceed \$180,000, may be retained by the Secretary of State for purposes of UCC administration. | Requires a service | | No Change |
| P96.2 (SS: Charitable Funds Act Disclosure Violations) | State | FY23-24 Proviso | The Secretary of State shall refer to the Attorney General for investigation under Section 33-56-145 of the Solicitation of Charitable Funds Act any person who is alleged to have violated the mandatory disclosure requirements of Section 33-56-90 of the Act, and who has been fined \$10,000 or more for those violations. | Report our agency must/may provide | | No Change |
| P96.3 (SS: Charitable Funds Act Misrepresentation Violations) | State | FY23-24 Proviso | The Secretary of State shall refer to the Attorney General for investigation under Section 33-56-145 of the Solicitation of Charitable Funds Act any person who is alleged to have violated the misrepresentation provisions of Section 33-56-120 of the Act, and who has been fined \$10,000 or more for those violations. | Report our agency must/may provide | | No Change |
| S.C. Constitution, Article 3, Section 18 | State | Constitution | Bills and joint resolutions do not have the force of law until they've been read three times, had the Great Seal of the State affixed, and been signed by the President of the Senate and Speaker of the House of Representatives. | Requires a service | | No Change |
| S.C. Constitution, Article 3, Section 25 | State | Constitution | When members of the General Assembly resign, die, or depart the state, a Writ of Election is issued by the President of the Senate or Speaker of the House and forwarded to the Secretary of State's Office. The Secretary of State signs the Writ of Election, stamps the writ, and forwards a copy to the legislature. | Requires a service | | No Change |
| State Executive Order 2017-09 | State | Executive Order | Requires each agency that promulgates or administers regulations to provide to the Governor the report that is submitted to the Code Commissioner pursuant to Section 1-23-120(J). | Report our agency must/may provide | | No Change |
| § 33-31-125(c) | State | Statute | If the Secretary of State refuses to file a document, the Secretary of State must return it to the nonprofit corporation within five days with a brief written explanation of the reason it was rejected. | Requires a service | | No Change |
| § 33-31-126 | State | Statute | If the Secretary of State refuses to file a document, a nonprofit corporation may file an appeal with the Richland County Court of Common Pleas. | Requires a service | | No Change |

| Law number | Jurisdiction | Type | Description | Purpose the law serves: | Notes: | Changes made during FY 2023 |
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| § 33-31-127 | State | Statute | A certified copy of a document filed by the Secretary of State is conclusive evidence that the original document is on file with the Secretary of State. | Requires a service | | No Change |
| § 33-31-128 | State | Statute | A person may obtain a certificate of existence for a nonprofit corporation from the Secretary of State that may be relied upon as conclusive evidence that the nonprofit corporation is in existence or is authorized to do business in South Carolina. | Requires a service | | No Change |
| § 33-31-130 | State | Statute | The Secretary of State has the power reasonably necessary to perform the duties required under Chapter 31 of Title 33. | Requires a service | | No Change |
| § 33-31-1420 | State | Statute | The Secretary of State shall begin administrative dissolution proceedings against a nonprofit corporation if the corporation fails to report a change or principal office, fails to maintain a registered agent or registered office in the state, fails to notify the Secretary of State of a change in registered agent or office, the duration of the corporation as stated in its articles of incorporation expires, or the corporation has been adjudicated bankrupt. | Requires a service | | No Change |
| § 33-31-1421 | State | Statute | The Secretary of State must notify a nonprofit corporation if grounds for administrative dissolution exist and dissolve the corporation if the grounds are not corrected within 60 days. The Secretary of State must also notify the Attorney General. | Requires a service | | No Change |
| § 33-31-1520 | State | Statute | Once an authorized foreign nonprofit corporation's certificate of withdrawal is effective, service on the Secretary of State is service on the foreign corporation. On receipt of process, the Secretary of State mails a copy to the foreign corporation at the address in its application for withdrawal. | Requires a service | | No Change |
| § 33-31-1531 | State | Statute | If the Secretary of State or Richland Court of Common Pleas revokes a certificate of authority, the Secretary of State is the agent for service of process for an action that arose while the corporation was authorized. On receipt of process, the Secretary of State mails a copy to the foreign corporation at its principal office. | Requires a service | | No Change |
| § 33-31-1707 | State | Statute | Failure to file a Notification by Existing Corporation by January 2, 1996 means a nonprofit corporation is considered to have designated the Secretary of State as agent for service of process. When the Secretary of State receives service, a copy is forwarded by certified mail to the principal office of a domestic corporation, the last address of the foreign or domestic corporation known to the plaintiff, and with respect to a foreign corporation, any registered office in the jurisdiction of incorporation (provided to the Secretary of State by the Plaintiff). | Requires a service | | No Change |
| § 33-36-1320 | State | Statute | A corporation not-for-profit may submit a petition to the Secretary of State to convert to a public service district. | Requires a service | | No Change |
| § 33-36-220 | State | Statute | A corporation not-for-profit is formed when articles of incorporation are filed with the Secretary of State and the filing fee has been paid. All filings must be accompanied by a duplicate copy and will be returned to the customer upon payment of certified copy fee. | Requires a service | | No Change |
| § 33-36-230 | State | Statute | The Secretary of State of State shall collect filing fees for documents filed for corporations not-for-profit, as well as copy fees for regular and certified copies. | Requires a service | | No Change |
| § 33-37-210 | State | Statute | Persons seeking to form a business development corporation for the purpose of promoting, developing, and advancing the prosperity and economic welfare of South Carolina may incorporate with the Secretary of State. | Requires a service | | No Change |
| § 33-37-910 | State | Statute | The provisions of Chapters 1 through 20 of Title 33 shall apply to business development corporations except when such provisions conflict with or are inconsistent with Chapter 37 of Title 33. | Requires a service | | No Change |
| § 33-38-120 | State | Statute | The provisions of Chapters 1 through 19 of Title 33 shall apply to benefit corporations except when such provisions conflict with or are inconsistent with Chapter 38 of Title 33. | Requires a service | | No Change |

| Law number | Jurisdiction | Type | Description | Purpose the law serves: | Notes: | Changes made during FY 2023 |
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| § 33-38-200 | State | Statute | A domestic corporation may incorporate or convert to a benefit corporation, and must identify a specific public benefit purpose in its articles of incorporation. | Requires a service | | No Change |
| § 33-41-1110 | State | Statute | A partnership may become a registered limited liability partnership by filing an application or renewal application with the Secretary of State. Registration is effective for one year unless voluntarily withdrawn. | Requires a service | | No Change |
| § 33-41-1160 | State | Statute | A foreign limited liability partnership may file an application or renewal application with the Secretary of State for a certificate of authority to transact business in South Carolina. | Requires a service | | No Change |
| § 33-41-1170 | State | Statute | If the Secretary of State finds that an application for certificate of authority to transact business by a foreign limited liability partnership conforms to law, the Secretary of State shall file it upon receipt of all filing fees. The Secretary of State files a document by stamping or endorsing "Filed" on the original and copy of the document, along with the date and time of the filing | Requires a service | | No Change |
| § 33-41-1190 | State | Statute | Once a foreign limited liability partnership files an application for cancellation with the Secretary of State it revokes the authority for the registered agent and once cancelled, service is made upon the Secretary of State. A cancellation does not terminate the authority of the Secretary of State to accept service on the foreign limited liability partnership with respect to causes of action arising out of transaction of business in this state | Requires a service | | No Change |
| § 33-41-1200 | State | Statute | By transacting business in South Carolina without registration, the foreign limited liability partnership appoints the Secretary of State as agent for service of process with respect to a cause of action arising out of the transaction of business in South Carolina. | Requires a service | | No Change |
| § 33-41-1630 | State | Statute | A foreign limited partnership may file an application for registration with the Secretary of State for a certificate of authority to transact business in South Carolina. The Secretary of State shall file the application if it conforms to laws and all fees have been paid, and shall file the application by stamping or endorsing "Filed" on the original and copy of the document, along with the day, month, and year of the filing. | Requires a service | | No Change |
| § 33-41-1670 | State | Statute | By transacting business without being registered, a foreign limited partnership appoints the Secretary of State as agent for service of process. | Requires a service | | No Change |
| § 33-42-1620 | State | Statute | A foreign limited partnership's registration with the Secretary of State must include a statement that the Secretary of State is agent for service of process if no agent is appointed, the agent's authority has been revoked, or if the agent cannot be found or served with the exercise of reasonable diligence. | Requires a service | | No Change |
| § 33-42-210 | State | Statute | A limited partnership may form by executing and filing a certificate of limited partnership with the Secretary of State. | Requires a service | | No Change |
| § 33-42-220 | State | Statute | If a limited partnership formed before June 27, 1984 failed to file the certificate of amendment with respect to agent for service of process as set forth in Section 33-42-50(2) by January 1, 1988, the limited partnership designates the Secretary of State as the agent for service of process. | Requires a service | | No Change |
| § 33-42-260 | State | Statute | Unless the Secretary of State finds that a limited partnership certificate of limited partnership, amendment or cancellation does not conform to law, the Secretary of State shall file it upon receipt of all filing fees. The Secretary of State files a document by stamping or endorsing "Filed" on the original and copy of the document, along with the day, month, and year of the filing. | Requires a service | | No Change |

| Law number | Jurisdiction | Type | Description | Purpose the law serves: | Notes: | Changes made during FY 2023 |
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| § 33-44-1006 | State | Statute | The Secretary of State may revoke the certificate of authority of a foreign limited liability company to transact business in South Carolina if the company fails to pay a fee, tax, or penalty owed to the state; fails to appoint and maintain an agent for service of process; fails to file a statement of change in the name or address of its agent for service of process; or a material misrepresentation has been made in a document submitted by the company. If grounds for revocation exist, the Secretary of State may send notice of the revocation to the company. The revocation becomes effective if the company does not cure the deficiency by the effective date of the revocation. | Requires a service | | No Change |
| § 33-44-1007 | State | Statute | A foreign limited liability company's cancellation of its certificate of authority does not terminate the Secretary of State's authority to accept service of process for the limited liability company for claims arising out of the transaction of business in South Carolina. | Requires a service | | No Change |
| § 33-44-1008 | State | Statute | If a foreign limited liability company transacts business in this state without a certificate of authority, it appoints the Secretary of State as agent for service of process for claims arising out of transaction of business in this state. | Requires a service | | No Change |
| § 33-44-111 | State | Statute | If a limited liability company or foreign limited liability company fails to appoint or maintain an agent for process, the Secretary of State is agent. Service is made by delivering to the Secretary of State duplicate copies of the process, one of which is forwarded by registered or certified mail, return receipt requested, to the company at its designated office. The Secretary of State keeps a record of all process served. | Requires a service | | No Change |
| § 33-44-202 | State | Statute | A limited liability company may organize by filing articles of organization with the Secretary of State. | Requires a service | | No Change |
| § 33-44-206 | State | Statute | If a document delivered to the Secretary of State meets the filing requirements and the filing fees have been paid, the Secretary of State shall file it. The Secretary of State shall provide a certified copy upon request and payment of a fee. A filing is effective on the date that it is received by the Secretary of State unless a delayed effective date and time are specified | Requires a service | | No Change |
| § 33-44-207 | State | Statute | A limited liability company may correct a document filed with the Secretary of State by filing articles of correction. | Requires a service | | No Change |
| § 33-44-208 | State | Statute | A person may obtain a certificate of existence or authorization for a limited liability company from the Secretary of State that may be relied upon as conclusive evidence that the limited liability company is in existence or is authorized to do business in South Carolina. | Requires a service | | No Change |
| § 33-45-140 | State | Statute | Upon receipt of certification from the board of incorporators that all requirements for formation have been met, the Secretary of State shall issue a certificate of charter to the cooperative association. | Requires a service | | No Change |
| § 33-45-40 | State | Statute | The members of a limited liability company or five or more residents of South Carolina may petition the Secretary of State to form a cooperative association for the purpose of conducting any agricultural, dairy, mercantile, mining, mechanical, or manufacturing business. | Requires a service | | No Change |
| § 33-45-50 | State | Statute | Upon receipt of a petition to form a cooperative association and payment of the filing fee, the Secretary of State must issue to the petitioners a commission constituting them a board of incorporators and authorizing them to issue stock. | Requires a service | | No Change |
| § 33-46-90 | State | Statute | A telephone cooperative must file corporate documents with the Secretary of State. If the filing conforms to requirements of Chapter 46 of Title 33, and the filing fees as prescribed in Section 33-1-220 are paid, the Secretary of State shall file it. | Requires a service | | No Change |
| § 33-47-260 | State | Statute | Marketing cooperative associations shall pay filing fees of \$10.00 for articles of incorporation and \$2.50 for articles of amendment. | Requires a service | | No Change |
| § 33-47-40 | State | Statute | The provisions of the general corporation laws of South Carolina shall apply to marketing cooperative associations except when such provisions conflict with or are inconsistent with Chapter 47 of Title 33. | Requires a service | | No Change |

| Law number | Jurisdiction | Type | Description | Purpose the law serves: | Notes: | Changes made during FY 2023 |
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| § 33-47-70 | State | Statute | Five or more persons engaged in the production of agricultural products may form a nonprofit marketing cooperative association. | Requires a service | | No Change |
| § 33-49-80 | State | Statute | The Secretary of State shall file articles of incorporation, amendment, consolidation, merger, conversion or dissolution for electric cooperatives if they conform to the requirements of Chapter 49 of Title 33, and the required filing fees are paid. | Requires a service | | No Change |
| § 33-49-90 | State | Statute | Upon receipt of an electric cooperative filing, the Secretary of State shall transmit a certified copy to the county clerk of the county or counties in which the principal office of the each electric cooperative affected by the filing is located. The Secretary of State shall also forward a certified copy of the filing to the clerk of court or register of mesne conveyance of any county in which the cooperative owns affected property | Requires a service | | No Change |
| § 33-53-10 | State | Statute | A business trust created under common law or doing business in South Carolina under an express trust instrument shall file a certified copy of the trust instrument with the Secretary of State. | Requires a service | | No Change |
| § 33-56-100 | State | Statute | Charitable organizations, professional solicitors, professional fundraising counsel, and commercial co-venturers are required to maintain accurate fiscal records of activity in South Carolina for three years after the end of the relevant registration period. | Requires a manner of delivery | | No Change |
| § 33-56-110(A); § 33-56-110(B); § 33-56-110(C) | State | Statute | Requires individual professional solicitors that are employed by a professional solicitor company to file a registration application that discloses specific information required by statute. | Requires a service | | No Change |
| § 33-56-110(A); § 33-56-110(B); § 33-56-110(F) | State | Statute | Requires professional solicitors to file a registration application that discloses specific information required by statute, and that includes a professional solicitor's bond. | Requires a service | | No Change |
| § 33-56-110(A); § 33-56-110(D) | State | Statute | Requires professional fundraising counsel to file a registration application that discloses specific information required by statute. | Requires a service | | No Change |
| § 33-56-110(A); § 33-56-110(E) | State | Statute | Requires commercial co-venturers to file a registration application that discloses specific information required by statute. | Requires a service | | No Change |
| § 33-56-120 | State | Statute | Prohibits misrepresentations when soliciting contributions and provides for enforcement of this section by the Secretary of State. | Requires a service | | No Change |
| § 33-56-130 | State | Statute | Foreign charitable organizations, professional solicitors, professional fundraising counsel, and commercial co-venturers are deemed to appoint the Secretary of State as registered agent, if they have not otherwise appointed a registered agent. | Requires a service | | No Change |
| § 33-56-140(A) | State | Statute | Authorizes Secretary of State to investigate violations of Solicitation of Charitable Funds Act and issue subpoenas. | Requires a service | | No Change |
| § 33-56-140(B) | State | Statute | Authorizes the Secretary of State to assess administrative fines of up to \$2,000.00 per violation of the Solicitation of Charitable Funds Act. | Requires a service | | No Change |
| § 33-56-140(B) | State | Statute | Authorizes the Secretary of State to send notices via certified mail for violations of the Solicitation of Charitable Funds Act. | Requires a service | | No Change |
| § 33-56-140(C) | State | Statute | Authorizes the Secretary of State to seek injunctive relief in Administrative Law Court for violations of the Solicitation of Charitable Funds Act. | Requires a service | | No Change |
| § 33-56-140(D) | State | Statute | Authorizes the Secretary of State to reject registration applications, statements, reports and other filings that contain false or misleading information. | Requires a service | | No Change |
| § 33-56-140(E) | State | Statute | Allows persons who have received an administrative fine, been suspended, or had their registration rejected to file an appeal with the Administrative Law Court. Authorizes the Secretary of State to suspend the registration and seek injunctive relief against persons who have failed to remit administrative fines or file an appeal within allotted time frame. | Requires a service | | No Change |
| § 33-56-145 | State | Statute | Provides for criminal prosecution of certain charities-related offenses and prohibits convicted persons from serving as a professional solicitor or professional fundraising counsel for five years after conviction. | Requires a service | | No Change |
| § 33-56-150 | State | Statute | Allows the Secretary of State to designate a Director of Public Charities. | Requires a service | | No Change |
| § 33-56-190 | State | Statute | Allows the Secretary of State to enter into agreements with other states to exchange information related to charitable organizations, professional solicitors, professional fundraising counsel, and commercial co-venturers. | Requires a service | | No Change |

| Law number | Jurisdiction | Type | Description | Purpose the law serves: | Notes: | Changes made during FY 2023 |
|--------------------------------|--------------|---------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|--------|-----------------------------|
| § 33-56-30 | State | Statute | Charitable organizations soliciting in South Carolina must file a registration statement with the Secretary of State that discloses specific information required by statute. | Requires a service | | No Change |
| § 33-56-40 | State | Statute | Requires the Children's Trust Fund of South Carolina to file a registration statement, but exempts it from paying the \$50.00 registration fee. | Requires a service | | No Change |
| § 33-56-45 | State | Statute | Requires fire departments to file a registration statement, but allows the local governing body of multiple fire departments (e.g. the county) to pay a single \$50.00 registration fee for all of the fire departments within its jurisdiction. | Requires a service | | No Change |
| § 33-56-50 | State | Statute | Allows some types of charitable organizations to file an annual application for registration exemption in lieu of a registration statement. The annual application for registration exemption does not include a filing fee, and exempts qualifying charitable organizations from filing an annual financial report. | Requires a service | | No Change |
| § 33-56-55 | State | Statute | Allows parent-teacher associations and local chambers of commerce to engage in charitable solicitation without filing a registration statement, annual financial report, or annual application for registration exemption, or otherwise comply with the Solicitation of Charitable Funds Act, unless the organizations use professional solicitors to conduct their fundraising activities. | Requires a service | | No Change |
| § 33-56-60 | State | Statute | Charitable organizations that have filed a registration statement or that are soliciting contributions in South Carolina must file an annual financial report with the Secretary of State. | Requires a service | | No Change |
| § 33-56-70(A); § 33-56-70(B) | State | Statute | Professional solicitors, professional fundraising counsel, and commercial co-venturers must file fundraising contracts with the Secretary of State. | Requires a service | | No Change |
| § 33-56-70(A); § 33-56-70(C) | State | Statute | Professional solicitors and commercial co-venturers must file notices of solicitation along with their fundraising contracts. | Requires a service | | No Change |
| § 33-56-70(E) | State | Statute | Professional solicitors and commercial co-venturers must file joint financial reports with the Secretary of State. | Requires a service | | No Change |
| § 33-56-75 | State | Statute | Provides requirements for use and maintenance of a donor list owned by a charitable organization, and allows the Secretary of State pursue enforcement actions for violations of the section, including issuing notices of violation, administrative fines, and suspension of registration, as well as seeking injunctive relief in Administrative Law Court. | Requires a service | | No Change |
| § 33-56-80 | State | Statute | Filings required under the Solicitation of Charitable Funds Act are public records. In addition, the Secretary of State shall publish and disseminate information to the public regarding the requirements and enforcement of Solicitation of Charitable Funds Act. | Requires a service | | No Change |
| § 33-56-90 | State | Statute | Outlines required disclosures by professional solicitors when soliciting contributions and provides for enforcement of this section by the Secretary of State. | Requires a service | | No Change |
| § 33-57-110 | State | Statute | Provides definitions for administration and enforcement of raffles operated for charitable purposes. | Requires a manner of delivery | | No Change |
| § 33-57-120(A) | State | Statute | Provides the specific requirements a nonprofit organization must meet in order to legally conduct raffles. | Requires a manner of delivery | | No Change |
| § 33-57-120(B) | State | Statute | Outlines the types of raffles that a nonprofit organization can conduct without having to register with the Secretary of State, including prize limits and frequency of raffles. | Requires a manner of delivery | | No Change |
| § 33-57-120(B); § 33-57-120(C) | State | Statute | Requires nonprofit organizations that intend to conduct raffles to file an annual raffle form with the Secretary of State. | Requires a service | | No Change |
| § 33-57-120(D) | State | Statute | Permits the Secretary of State to revoke a nonprofit organization's registration to conduct raffles if it loses its tax exempt status with the Internal Revenue Service. | Requires a service | | No Change |
| § 33-57-120(E); § 33-57-120(F) | State | Statute | Provides that raffles operated for charitable purposes are subject to investigation and actions by the Secretary of State, and that other raffles and lotteries are subject to investigations and actions by law enforcement. | Requires a service | | No Change |
| § 33-57-130; § 33-57-140 | State | Statute | Provides specific requirements and restrictions for raffles, which are subject to enforcement by the Secretary of State. | Requires a service | | No Change |
| § 33-57-150 | State | Statute | Outlines allowable expenses for raffles and requires nonprofit organizations to file an annual financial report that contains itemized information for each raffle held during the fiscal year. Also provides for administrative fines, revocation of registration, and injunctive action by the Secretary of State for failure to file the report timely. | Requires a service | | No Change |

| Law number | Jurisdiction | Type | Description | Purpose the law serves: | Notes: | Changes made during FY 2023 |
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| § 33-57-150(D) | State | Statute | Requires nonprofit organizations to maintain accurate fiscal records relating to raffles for three years. | Requires a manner of delivery | | No Change |
| § 33-57-160(A) | State | Statute | Authorizes Secretary of State to administer the provisions of the chapter governing nonprofit raffles. | Requires a service | | No Change |
| § 33-57-160(A) | State | Statute | Authorizes Secretary of State to investigate raffle violations, issue subpoenas, and inspect premises. | Requires a service | | No Change |
| § 33-57-160(B); § 33-57-160(C) | State | Statute | Authorizes the Secretary of State to assess administrative fines of up to \$500.00 per raffle violation, including each day in violation, and to seek injunctive relief before the Administrative Law Court. | Requires a service | | No Change |
| § 33-57-160(D) | State | Statute | Allows persons who have received an administrative fine, or had their registration suspended, revoked or rejected to file an appeal with the Administrative Law Court. Authorizes the Secretary of State to suspend the registration and seek injunctive relief against persons who have failed to remit administrative fines or file an appeal within allotted time frame. | Requires a service | | No Change |
| § 33-57-170 | State | Statute | Provides for criminal prosecution of certain raffles-related offenses and prohibits convicted persons from registering to conduct raffles for five years after conviction. | Requires a service | | No Change |
| § 33-57-190 | State | Statute | Authorizes the Secretary of State to promulgate regulations to administer and enforce the laws governing nonprofit raffles. | Requires a service | | No Change |
| § 36-9-501 | State | Statute | The Office of the Secretary of State shall serve as the office in which to file a financing statement to perfect a security interest in collateral, including fixtures, of a transmitting utility, and all other collateral except as-extracted collateral, timber to be cut, and fixture filings. | Requires a service | | No Change |
| § 36-9-502 | State | Statute | A financing statement is sufficient only if it provides the name of debtor, the name of secured party, and indicates the collateral covered by the financing statement. | Requires a manner of delivery | | No Change |
| § 36-9-503 | State | Statute | The financing statement must contain the name and address of the debtor and the secured party to be sufficient. | Requires a manner of delivery | | No Change |
| § 36-9-504 | State | Statute | The financing statement must contain a description of the collateral that it covers to be sufficient. | Requires a manner of delivery | | No Change |
| § 36-9-516 | State | Statute | Communication of a record to a filing office and payment of applicable filing fee or acceptance of the record by the filing office constitutes filing. | Requires a service | | No Change |
| § 36-9-516(b) | State | Statute | Filing does not occur if the record is not communicated by a method or medium authorized by the filing office; applicable fee not submitted; lack of debtor/secured party information; and other information for proper indexing. | Requires a service | | No Change |
| § 36-9-516(b)(8) | State | Statute | Filing does not occur if the Secretary of State refuses to accept a filing upon determination that the record is not created pursuant to Chapter 9 of Title 36, or is otherwise intended for an improper purpose, such as to defraud, hinder, harass, or otherwise wrongfully interfere with a person. | Requires a service | | No Change |
| § 36-9-516(b)(9) | State | Statute | Filing does not occur if the Secretary of State refuses to accept a filing upon determination that the same person is listed as both debtor and secured party, the collateral described is not within the scope of Chapter 9 of Title 36, or the record is being filed for a purpose other than a secured transaction. | Requires a service | | No Change |
| § 36-9-518 | State | Statute | A person may file an information statement with the Secretary of State if they believe a previously filed record is inaccurate or was wrongfully filed. | Requires a service | | No Change |
| § 36-9-519 | State | Statute | As the filing office, the Secretary of State shall assign a unique number to the statement to include date and time of filing; index debtor's/secured party's name and address; and maintain the filed record for public inspection. | Requires a service | | No Change |
| § 36-9-520 | State | Statute | As the filing office, the Secretary of State shall refuse to accept a record for filing for a reason stated in 36-9-516(b). | Requires a service | | No Change |
| § 36-9-520(e) | State | Statute | If the Secretary of State refuses to accept a for filing or cancels a wrongfully filed record, the secured party may file an appeal with the Administrative Law Court. | Requires a service | | No Change |
| § 36-9-521 | State | Statute | The filing office must accept financing statements and amendments in the form and format prescribed, except for reasons provided under Section 36-9-516(b). | Requires a service | | No Change |
| § 36-9-522 | State | Statute | As a filing office, the Secretary of State maintains records for public inspection in a searchable index within the Uniform Commercial Code information management system for at least one year after the effectiveness of the statement has lapsed with respect to the secured party of record. | Requires a service | | No Change |

| Law number | Jurisdiction | Type | Description | Purpose the law serves: | Notes: | Changes made during FY 2023 |
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| § 36-9-523 | State | Statute | Persons may request copies from the Secretary of State that are retrievable by the name of the debtor and/or secured party or by the file number of the related initial financing statement, and each record related to an initial financing statement is retrieved with the initial financing statement using either retrieval method. The Secretary of State shall also offer for sale or license bulk copies of all records filed under Chapter 9 of Title 36 | Requires a service | | No Change |
| § 36-9-526 | State | Statute | The Secretary of State shall adopt and publish rules to implement Chapter 9 of Title 36. The Secretary of State follows the International Association of Commercial Administrators rules, and takes into consideration the rules and practices of, and the technology used by, filing offices in other jurisdictions. | Requires a service | | No Change |
| § 37-17-30(B)(1) | State | Statute | Discount medical plan organizations or marketers that sell, market, promote, advertise, or distribute a discount medical plan that is not insurance must designate a South Carolina resident as registered agent, and register the agent with the Secretary of State. | Requires a service | | No Change |
| § 37-17-30(B)(2) | State | Statute | The Secretary of State is designated as the registered agent and may accept service of process for discount medical plan organizations that have not filed a registered agent with the Secretary of State. | Requires a service | | No Change |
| § 37-6-502 | State | Statute | The Secretary of State shall serve as an ex-officio member of the Commission on Consumer Affairs. | Board, commission, or committee on which someone from our agency must/may serve | | No Change |
| § 39-15-1105 | State | Statute | The Secretary of State is charged with the administration of Article 11 of Chapter 15, Title 39, which governs registration of state trademarks and service marks. | Requires a service | | No Change |
| § 39-15-1110 | State | Statute | Provides a list of reasons that a mark may not be registered by the Secretary, including when a mark is merely descriptive or too closely resembles a mark already registered in this State. However, a mark that might otherwise be merely descriptive may be registered if it has become distinctive, which is shown by providing proof of continuous use as a mark in this State by the applicant for the five years prior. | Requires a service | | No Change |
| § 39-15-1115 | State | Statute | Lists the requirements of an application for registration of a mark, which includes that the application must be accompanied by three specimens showing the mark as used and accompanied by the application fee to the Secretary of State. | Requires a service | | No Change |
| § 39-15-1120 | State | Statute | The Secretary of State examines applications for registration of marks. The Secretary may require a disclaimer of components or amendments to the application. The Secretary may make amendments with the applicant's consent. The Secretary will notify the applicant of reasons for rejection when rejected. An applicant may appeal to the circuit court in Richland County if a registration application is finally refused. | Requires a service | | No Change |
| § 39-15-1125 | State | Statute | When a mark is registered, the Secretary issues a certificate of registration to the applicant showing required information. Certificate of registration is admissible in evidence as proof of registration of the mark in an action or judicial proceeding in this State. | Requires a service | | No Change |
| § 39-15-1130 | State | Statute | Registration of a mark is effective five years and may be renewed within six months before the expiration. A renewal must meet the Secretary's requirements, include a verified statement that the mark is in use, provide a specimen showing actual use, and must include a renewal fee. | Requires a service | | No Change |
| § 39-15-1135 | State | Statute | A registered mark can be assigned by the applicant to another person by filing a properly executed instrument with the Secretary of State and paying the recording fee. A registrant changing the name of the applicant may record the change of name on payment of the recording fee and the Secretary may issue a new certificate of registration in the name of the assignee for the remainder of the registration. Other instruments, such as a security interest, may be recorded at the discretion of the Secretary | Requires a service | | No Change |
| § 39-15-1140 | State | Statute | The Secretary keeps a record of all marks registered or renewed for public examination. | Requires a service | | No Change |

| Law number | Jurisdiction | Type | Description | Purpose the law serves: | Notes: | Changes made during FY2023 |
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| § 39-15-1145 | State | Statute | The Secretary shall cancel a registration if the registrant requests it, if the registration is not renewed, or if the court orders it. | Requires a service | | No Change |
| § 39-15-1150 | State | Statute | Provides a listing of general classification of goods and services to which applicants refer for purposes of completing an application for registration. A single application for registration of a mark may include goods upon which or services with which the mark is actually being used indicating the appropriate class or classes of goods or services. When a single application includes goods or services which fall within multiple classes, the secretary may require payment of a fee for each class | Requires a service | | No Change |
| § 39-15-1185 | State | Statute | The Secretary charges a fee of \$15.00 for an original application (The Secretary charges a fee of \$15.00 per class in an original application per Section 39-15-1150), \$5.00 for a renewal application, and \$3.00 for an assignment. Fees are not refundable. | Requires a service | | No Change |
| § 39-15-1190 | State | Statute | Authorizes the Secretary of State to independently investigate and assist law enforcement in investigations of illegal distribution, trafficking, and production of counterfeit marks, as well as refer evidence to solicitors and the Department of Revenue for prosecution. | Requires a service | | No Change |
| § 39-15-420 | State | Statute | Application for a state agricultural or horticultural brand or mark is made to the Secretary of State. The Secretary of State determines if the brand or mark too closely resembles another as to be misleading or deceiving. If it is, the application is denied. If the mark is acceptable, the Secretary maintains a record of the mark and assigns it a permanent registered number | Requires a service | | No Change |
| § 39-15-430 | State | Statute | The application for filing of an agricultural or horticultural brand or mark is accompanied by a \$2.00 fee and the Secretary of State issues the applicant a certificate of recordation and the registered number assigned thereto. Thereafter, he issues certificates to any person applying for it on the payment of a \$1.00 fee. | Requires a service | | No Change |
| § 39-15-440 | State | Statute | The owner of a registered agricultural or horticultural brand or mark may transfer, sell, or release it by an instrument in writing on application to the Secretary of State with a fee of \$2.00. The Secretary of State will keep a record of the transfer. | Requires a service | | No Change |
| § 39-57-50 | State | Statute | Requires sellers of business opportunities to file disclosure statements and copy of surety bond or notice of trust account with the Secretary of State, and the Secretary of State to issue the seller a registration number. | Requires a service | | No Change |
| § 39-57-55 | State | Statute | Requires sellers of business opportunities to renew their registration with the Secretary of State every 24 months. | Requires a service | | No Change |
| § 39-73-310 | State | Statute | Permits the Secretary of State to investigate violations of the State Commodity Code. | Requires a service | | No Change |
| § 39-73-315 | State | Statute | Permits the Secretary of State to issue cease and desist orders and civil penalties, and to initiate court actions against violations of the State Commodity Code. | Requires a service | | No Change |
| § 39-73-335 | State | Statute | Permits the Secretary of State to cooperate with securities agencies and agencies of other jurisdictions in investigation, litigation, sharing of information, and regulation of commodity transactions. | Requires a service | | No Change |
| § 39-73-355 | State | Statute | To commence an administrative proceeding under the State Commodity Code, the Secretary of State must enter a notice of intent or summary order, provide notice to interested parties and hold a hearing if requested. A summary order may be vacated, be modified, or become final depending on whether a hearing is requested and the outcome of the hearing | Requires a service | | No Change |
| § 39-73-360 | State | Statute | A person aggrieved by a final order by the Secretary of State under the State Commodity Code may file a petition for review with a court of competent jurisdiction within 60 days of entry of the order. Based upon the review, the court may affirm, modify, enforce, or set aside the final order in whole or in part. | Requires a service | | No Change |

| Law number | Jurisdiction | Type | Description | Purpose the law serves: | Notes: | Changes made during FY 2023 |
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| § 40-43-83(B) | State | Statute | Non-resident prescription drug distributors must designate a registered agent for service of process. | Requires a service | | No Change |
| § 40-43-83(B) | State | Statute | The Secretary of State is designated as the registered agent and may accept service of process for non-resident prescription drug distributors that have not designated a registered agent with the Secretary of State, as well as those that are not permitted by the Board of Pharmacy. | Requires a service | | No Change |
| § 4-11-290(F) | State | Statute | Upon receipt of a petition to dissolve a special purpose district, the Secretary of State shall investigate the matters set forth in the petition and serve the petition and notice of review upon the Governor, the State Treasurer, the governing bodies of the county or counties in which the special purpose district is located, and members of the last known governing body of the special purpose district. The Secretary of State shall also publish the notice of review in a newspaper in each county in which the special purpose district is located. | Requires a service | | No Change |
| § 4-11-290(G); § 4-11-290(H) | State | Statute | If the Secretary of State determines that a special purpose district must be dissolved, the Secretary of State shall file an order of dissolution in each county in which the special purpose district is located. | Requires a service | | No Change |
| § 4-11-290(H) | State | Statute | After issuing an order of dissolution of a special purpose district, the Secretary of State must serve a notice of dissolution upon the Governor, the State Treasurer, and the members of the last known governing body of the special purpose district. The Secretary of State shall also publish the notice of dissolution in a newspaper in each county in which the special purpose district is located | Requires a service | | No Change |
| § 41-25-110 | State | Statute | Permits the Secretary of State, along with the Division of Labor, Attorney General, Department of Consumer Affairs, South Carolina Law Enforcement Division, Circuit Solicitors, local law enforcement agencies, and any persons who have been damaged by or is aware of a violation of the South Carolina Private Personnel Placement Services Act to enforce the Act. | Requires a service | | No Change |
| § 41-25-30 | State | Statute | Requires the Secretary of State to license private personnel placement services to operate in South Carolina and provides the license application requirements. Also requires the Secretary of State to investigate violations of licensure requirements, as well as revoke and deny licenses under certain circumstances. | Requires a service | | No Change |
| § 41-25-35 | State | Statute | Provides that the licensure period for a private personnel placement service shall extend for 24 months, and provides the deadline for renewal of the license. | Requires a service | | No Change |
| § 42-7-75 | State | Statute | All state agencies are required to pay workers' compensation premiums as determined by the State Accident Fund. To determine premiums, state agencies must provide an annual report of the agency's gross payroll and number of employees to the State Accident Fund. | Report our agency must/may provide | | No Change |
| § 44-7-2030 | State | Statute | Local governments seeking to form a regional health services district must file with the Secretary of State copies of the enactments creating the health services district. | Requires a service | | No Change |
| § 44-7-2153 | State | Statute | Persons seeking to form a health services district as a public corporation may file a certificate of incorporation with the Secretary of State. | Requires a service | | No Change |
| § 44-7-2154 | State | Statute | The board of a health services district may amend the certificate of incorporation by filing an amendment with the Secretary of State. | Requires a service | | No Change |
| § 46-33-40 | State | Statute | Foreign nursery businesses shipping into this State shall appoint the Secretary of State as agent for service. | Requires a service | | No Change |
| § 47-9-260 | State | Statute | A person can apply for a brand by sending the Secretary of State a facsimile of the desired brand and written application which states where the brand will appear on the livestock. The cost is \$3.00. | Requires a service | | No Change |

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| § 47-9-270 | State | Statute | On receipt of the application and fee, if the brand is not the recorded brand of another in this State, the Secretary of State registers the brand and issues a certificate of registration. The certificate shows the brand registered and where it appears on the livestock. | Requires a service | | No Change |
| § 47-9-280 | State | Statute | Once the certificate is received from the Secretary of State, the owner records it with the Clerk of Court in every county where he or she has livestock. | Requires a manner of delivery | | No Change |
| § 47-9-330 | State | Statute | A registered brand may be conveyed to another by written instrument which must be registered to the Secretary of State. On registration of the instrument and payment of \$3.00, the Secretary of State issues a new certificate to the purchaser for the remainder of the term of registration and records the certificate. | Requires a service | | No Change |
| § 47-9-340 | State | Statute | The Secretary of State shall cancel the registration of any brand at the written request of the owner or on order of a court of competent jurisdiction. | Requires a service | | No Change |
| § 47-9-380 | State | Statute | It is unlawful to brand livestock unless the brand has been registered with and certified as the Secretary of State and has been recorded with the Clerk of Court in each county where he has livestock. | Requires a manner of delivery | | No Change |
| § 47-9-390 | State | Statute | The Secretary of State must keep a record of all brands registered and the names and addresses of the owners, which records are open to the public. | Requires a service | | No Change |
| § 47-9-400 | State | Statute | The Secretary of State may promulgate rules and regulations to supplement this article. | Requires a service | | No Change |
| § 5-1-10 | State | Statute | A municipality with a certificate of incorporation issued by the Secretary of State is a perpetual body, politic and corporate. | Requires a service | | No Change |
| § 5-1-100 | State | Statute | If there is an election to determine if a municipal certificate should be surrendered with a result in favor of surrendering the certificate, the municipal council certifies the result to the Secretary of State who cancels the certificate. If the Secretary of State determines that a previously incorporated municipality is not performing municipal services, collecting taxes or revenues, and has not held an election in the past four years, he shall cancel the certificate. | Requires a service | | No Change |
| § 5-1-24 | State | Statute | Citizens of an area seeking municipal incorporation file an application with the Secretary of State's Office that contains all the information required by law. The Secretary of State transfers a copy to the Joint Legislative Committee on Municipal Incorporation for review. | Requires a service | | No Change |
| § 5-1-30 | State | Statute | The Secretary of State must determine based on the filed application and recommendation of the Joint Legislative Committee on Municipal Incorporation if the proposed municipality meets the statutory requirements, including a service feasibility study that has been reviewed by the Committee and approved by the Secretary of State. | Requires a service | | No Change |
| § 5-1-40 | State | Statute | The Joint Legislative Committee on Municipal Incorporation returns the copy of the filing to the Secretary of State with a written decision of its recommendation, which the Secretary provides a copy of to the applicant. | Requires a service | | No Change |
| § 5-1-50 | State | Statute | If the Secretary of State determines that the statutory requirements for municipal incorporation have been met, the Secretary issues to three or more persons in the area a commission empowering them to hold an election and appoint managers to conduct the election. | Requires a service | | No Change |
| § 5-1-70 | State | Statute | The commissioners of the election certify the result of the election under oath to the Secretary of State. If the result is in favor of incorporation, the Secretary of State issues a certificate of incorporation to the municipality. | Requires a service | | No Change |
| § 5-1-80 | State | Statute | The Secretary of State must have a receipt from the State Treasurer for payment of the incorporation fee before delivering a certificate of incorporation. | Requires a service | | No Change |

| Law number | Jurisdiction | Type | Description | Purpose the law serves: | Notes: | Changes made during FY 2023 |
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| § 5-1-90 | State | Statute | The Secretary of State issues the certificate of incorporation to the commissioners who provide for election of municipal officers. The certificate of incorporation is not effective until the municipal officers are elected and qualify. | Requires a service | | No Change |
| § 5-3-280 | State | Statute | If the residents of a municipality vote to reduce the corporate territory of a municipality, the municipal council must notify the Secretary of State of the new boundaries of the municipality. | Requires a service | | No Change |
| § 5-3-90 | State | Statute | Any municipality that increases its territory shall file a notice with the Secretary of State, the Department of Transportation, and the Department of Public Safety describing its new boundaries. The notice shall include a written description of the boundary and a map or plat which clearly defines the new territory added. | Requires a service | | No Change |
| § 5-5-30 | State | Statute | A municipality shall file the ordinance selecting its form of government with the Secretary of State, who shall then issue an appropriate certificate of incorporation to the municipality. | Requires a service | | No Change |
| § 58-12-300 | State | Statute | The Secretary of State is the sole cable franchising authority in South Carolina. | Requires a service | | No Change |
| § 58-12-310 | State | Statute | A person or entity seeking to provide cable or video service in SC must apply with the Secretary of State. To amend the state-issued certificate, the franchisee must file an amended application with the Secretary of State reflecting new areas to be served. Within five days of receipt of an application, the Secretary of State must notify each affected municipality and county of receipt of the application and must request from them the franchise fee rate imposed on the incumbent provider, the number of access channels they've activated under the incumbent cable provider's franchise agreement, and whether they consent to the state-issued certificate of franchise authority sought. If the municipality or county does not respond or denies consent, the Secretary of State denies the application with regard to that municipality or county, noting on the notice of denial the reason for it. Within 80 days of the request, the Secretary of State will issue the applicant a certificate of franchise authority. The Secretary of State shall keep for public examination a record of all certificates applied for or granted. Notices of transfer must be filed with the Secretary of State and the affected municipalities or counties within ten days of the completion of the transfer. Certificates of franchise authority may be terminated by the provider by submitting written notice to the Secretary of State and affected municipalities or counties. | Requires a service | | No Change |
| § 58-12-325 | State | Statute | At the time any certificate of franchise authority is issued by the Secretary of State, the Secretary of State immediately shall post information relating to the certificate. At any time on or after a holder of a state-issued certificate of franchise authority gives notice that it is offering cable or video service in a given municipality or county, any cable service provider serving such municipality or county has the option to terminate existing franchises previously issued by such municipality or county and instead offer cable or video service in such municipality or county under a certificate of franchise authority issued by the Secretary of State. A cable service provider exercising its termination option shall file a statement of termination with the Secretary of State on a form as required by the Secretary of State and submit copies of such filing with any affected municipalities or counties. Termination of existing franchises is effective immediately upon issuance of a certificate of franchising authority by the Secretary of State granting authority to provide cable or video service in the described municipalities and counties. | Requires a service | | No Change |
| § 58-12-330 | State | Statute | No change to a franchise fee in a state-issued certificate of franchise authority is effective earlier than 45 days after the Secretary of State provides the holder with written notice of the change. A municipality or county must notify the Secretary of State of any change to cable or video service franchise fee rate. | Requires a service | | No Change |
| § 58-12-350 | State | Statute | A franchise authority, state agency, or political subdivision may not impose build-out requirements on a holder of a state-issued certificate of franchise authority. | Requires a service | | No Change |

| Law number | Jurisdiction | Type | Description | Purpose the law serves: | Notes: | Changes made during FY 2023 |
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| § 58-15-10 | State | Statute | If three or more persons desire to form a corporation to build a railroad, or carry on a street railway, steamboat, or canal business, they may file a written declaration and petition with the Secretary of State. | Requires a service | | No Change |
| § 58-15-100 | State | Statute | The declaration, commission, incorporators' return, and charter is filed or recorded by the Secretary of State. | Requires a service | | No Change |
| § 58-15-160 | State | Statute | Any corporation organized under the provisions of this article or chartered by the General Assembly prior to February 28, 1899 may have its charter amended by the Secretary of State, by filing with the Secretary of State a written declaration showing the desired changes in its charter and paying a fee of five dollars to cover the issuance, filing, and indexing of the amended charter. After notice as the Secretary of State may prescribe, the Secretary issues a certificate to the corporation as supplement to its charter, which is filed and recorded as charters are required to be under 58-15-100 with the changes, additions, or alterations sought | Requires a service | | No Change |
| § 58-15-170 | State | Statute | Any railroad, steamboat, street railway, or canal company wanting to increase or decrease its capital stock must have a stockholders' meeting and a resolution with any proposed changes or amendments adopted is attached with the petition to amend filed with the Secretary of State under 58-15-160. | Requires a service | | No Change |
| § 58-15-200 | State | Statute | All fees collected by the Secretary of State under this chapter go to the State Treasury. | Requires a service | | No Change |
| § 58-15-30 | State | Statute | Opponents of the application may appear and oppose it. On such showing, the Secretary of State may refuse to grant the charter or may grant it according to his judgment. | Requires a service | | No Change |
| § 58-15-40 | State | Statute | On filing of the declaration and payment of \$3.00, the Secretary of State files and indexes the declaration and issues to two or more of the petitioners a commission constituting them a board of incorporators, allowing them to open books of subscription to capital stock after public notice not less than 30 days to be published in a newspaper in each of the counties where the proposed road shall pass. In the case of steamboat companies, notice is given at the termini only. | Requires a service | | No Change |
| § 58-15-70 | State | Statute | On completion of the organization of the corporation, the incorporators file with the Secretary of State a return, duly attested, that they have complied with the requirements. The return must also include names, residences, and amount subscribed by each subscriber and names and residences of the board of directors, president, and secretary of the company. | Requires a service | | No Change |
| § 58-15-90 | State | Statute | Upon the filing of the return and the payment of charter fees required by Chapter 29 of Title 33 the Secretary of State shall issue to the board of directors a certificate, to be known as a charter, that the corporation has been fully organized, according to the laws of this State under the name and for the purpose indicated in the written declaration; that it is fully authorized to commence business under its charter; that it is a body politic and corporate and as such may sue and be sued in any of the courts of this State; and, in the case of a railroad corporation, that it is entitled to all the rights and privileges and subject to all the liabilities of railroad corporations under the laws of this State. | Requires a service | | No Change |
| § 58-17-340 | State | Statute | In the sale of a railroad wholly or partially in SC, a corporation may be formed for the purpose of owning and maintaining the railroad, by filing in the Secretary of State's Office a certificate with the name and style of the corporation, number of directors, names of directors and period of services not to exceed one year, amount of capital stock of the corporation, and number of shares into which it will be divided. | Requires a service | | No Change |
| § 58-17-430 | State | Statute | A copy of the certificate attested by the Secretary of State or his deputy is evidence of incorporation. | Requires a service | | No Change |

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| § 58-17-620 | State | Statute | In consolidation of railroad companies, agreement to consolidate must be submitted to the stockholders of each company and voted upon. If the agreement is adopted, the agreement or a certified copy of it must be filed in the office of the Secretary of State and from that point on is the act of consolidation of the companies. A copy of the agreement and act of consolidation duly certified by the Secretary of State is evidence of the new corporation. | Requires a service | | No Change |
| § 58-17-630 | State | Statute | When a railroad company consolidates, there is paid to the Secretary of State a fee on the capital stock of the combined company as in the organization of the new company, but credit is given for any charter fees paid by the companies forming the consolidated company. | Requires a service | | No Change |
| § 58-17-660 | State | Statute | On perfecting the agreement and act of consolidation and filing it, or a copy, with the Secretary of State, the corporations are deemed one corporation by the name provided in the agreement. | Requires a service | | No Change |
| § 58-31-20 | State | Statute | The Secretary of State shall serve as an ex-officio member of the advisory board of the South Carolina Public Service Authority. | Board, commission, or committee on which someone from our agency must/may serve | | No Change |
| § 58-31-340 | State | Statute | Certified copies of the Public Service Authority's service area must be filed with the Secretary of State's Office. | Requires a service | | No Change |
| § 58-31-50 | State | Statute | The South Carolina Public Service Authority's advisory board shall investigate the proposed acquisition of land and other items related to real or personal property by the Public Service Authority, and shall file a written report with the Secretary of State's Office and the board of directors of the Public Service Authority. | Requires a service | | No Change |
| § 6-11-1620 | State | Statute | Special purpose districts are required to file a notification form with the Secretary of State by December 31st of every even-numbered year. The form must be signed by the county auditor in each county in which the special purpose district is located. | Requires a service | | No Change |
| § 6-11-1630(A) | State | Statute | A newly-formed special purpose district must forward a notification form to the Secretary of State and the auditor of the county in which the district is located within 90 days after the election of the special purpose district's governing body. | Requires a service | | No Change |
| § 6-11-1630(B) | State | Statute | Each even-numbered year the Secretary of State shall issue a directory of active and inactive special purpose districts in the State. Inactive special purpose districts must be deleted from the directory if listed as such for two consecutive report cycles. The directory must be mailed to all special purpose districts and general purpose governments in the State. | Report our agency must/may provide | | No Change |
| § 6-11-1630(C); § 6-11-1630(D) | State | Statute | If a special purpose district fails to file its notification form with the Secretary of State, the Secretary of State may determine that the district is nonfunctioning and notify the governing body of the county or municipality with a certified copy of the letter to any of the last known members of the governing body of the public service district. Thereafter, the district may not be registered with the Secretary of State and it must be declared inactive. In addition, the governing body of the county or municipality shall withhold any fees, taxes, or interest collected for a special purpose district until the special purpose district complies with the notification requirements. | Requires a service | | No Change |
| § 6-11-1640(A) | State | Statute | The Secretary of State shall investigate failures of special purpose districts to disclose required information and grant filing extensions to special purpose districts not to exceed 60 days. | Requires a service | | No Change |

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| § 6-11-1640(B) | State | Statute | If a special purpose district refuses to produce required reports, the Secretary of State or county auditor may seek a writ of mandamus to compel production. | Requires a service | | No Change |
| § 6-11-335 | State | Statute | The governing body of a special purpose district may petition to increase its membership, and file the petition with the Secretary of State for certification. | Requires a service | | No Change |
| § 6-24-50 | State | Statute | Two or more governmental entities participating in joint agency may file an application with the Secretary of State. If the statutory requirements are met, the Secretary of State shall issue the joint agency a corporate certification. | Requires a service | | No Change |
| § 6-24-70 | State | Statute | A joint agency shall notify the Secretary of State of the addition or withdrawal of members of the joint agency. | Requires a service | | No Change |
| § 6-25-50 | State | Statute | Two or more governmental entities participating in joint system may file an application with the Secretary of State. If the statutory requirements are met, the Secretary of State shall issue the joint system a corporate certification. | Requires a service | | No Change |
| § 6-25-70 | State | Statute | A joint system shall notify the Secretary of State of the addition or withdrawal of members of the joint system. | Requires a service | | No Change |
| § 7-17-300 | State | Statute | The Secretary of State shall record certified election results received from the State Election Commission. | Requires a service | | No Change |
| § 7-17-310 | State | Statute | Upon receipt of certified election results from the State Election Commission, the Secretary of State shall transmit a copy of those results to the elected candidates and the Governor. | Requires a service | | No Change |
| § 7-17-320 | State | Statute | The Secretary of State shall publish a copy of the certified election results in one or more South Carolina newspapers. | Requires a service | | No Change |
| § 7-19-100 | State | Statute | One certificate of vote and certificate of ascertainment from the presidential electors are transmitted to the President of the Senate; two certificates of vote and certificates of ascertainment are transmitted to the Executive Director of the State Election Commission; two certificates of vote and certificates of ascertainment are sent to the Archivist of the United States at the seat of government); and one certificate of vote and certificate of ascertainment are sent to the federal judge of the district where the electors have assembled. | Requires a service | Act. No. 27 of 2023. | Amended |
| § 7-19-110 | State | Statute | Electors are entitled to mileage, subsistence, and per diem allowance as authorized for state boards, committees, and commissions, to be paid from appropriations to the Secretary of State's Office. | Requires a service | | No Change |
| § 7-19-120 | State | Statute | Governor, Secretary of State, and State officers shall perform duties and functions related to election of electors, election of President and Vice President, and certification of electors and results of election as provided by acts of Congress. | Requires a service | | No Change |

| Law number | Jurisdiction | Type | Description | Purpose the law serves: | Notes: | Changes made during FY2023 |
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| § 7-19-70 | State | Statute | Candidates for electors of President and Vice President nominated by political parties or by valid petition are filed with the Secretary of State. The names of the party's candidates for President and Vice President go on the ballot in place of the electors' names. Once the Secretary of State receives certified election results from the State Election Commission, the Secretary certifies to the Governor the names of the persons elected as electors for President and Vice President. | Requires a service | Act No. 27 of 2023. | Amended |
| § 7-19-80 | State | Statute | Each candidate for presidential and vice presidential elector shall declare which candidate he or she will vote for if elected no later than 60 days prior to the general election and must make the declaration to the Secretary of State on the prescribed forms. | Requires a service | | No Change |
| § 7-19-90 | State | Statute | Electors for President and Vice President meet in the office of the Secretary of State the first Tuesday after the second Wednesday in December after the election. Electors sign six certificates of vote for President and Vice President and affix a list of electors provided to them by the Secretary of State at the direction of the Governor (Certificates of Ascertainment). | Requires a service | | Amended |
| § 7-9-10 | State | Statute | If the State Election Commission decertifies a political party and the notice of decertification is returned as undeliverable by the postal service, the notice must be placed on file with the State Election Commission and the Secretary of State. | Requires a service | | No Change |
| § 7-9-100 | State | Statute | Following their state conventions, political parties must report to the Secretary of State their elected officers. State officers must be reported to the State Election Commission and Secretary of State within 15 days of their election. The reports must be public record. | Requires a service | | No Change |
| § 7-9-80 | State | Statute | Following their county conventions, political parties must report to the Secretary of State their elected officers. County officers must be reported to the county clerk of court and the Secretary of State prior to the state convention. The reports must be public record. | Requires a service | | No Change |
| § 8-11-92 | State | Statute | The Secretary of State shall determine on an annual basis if a charitable organization meets the criteria to receive charitable contributions from state employees through payroll deduction. | Requires a service | | No Change |
| 2 U.S.C. § 1(a)-(b) | Federal | Statute | It shall be the duty of the executive of the State from which any Senator has been chosen to certify his election, under the seal of the State, to the President of the Senate of the United States. The certificate mentioned in section 1a of this title shall be countersigned by the secretary of state of the State. | Requires a service | | No Change |
| Act No. 148, R157, S719, Raffles | State | Statute | Act No. 148 of 2020 reauthorized the statutory framework governing nonprofit raffles for charitable purposes and lifted the sunset provision formerly under S.C. Code § 33-57-200. | Requires a service | The individual statutory provisions of this Act have been added to this spreadsheet. | No Change |
| Act No. 154, R170, H3210, CARES Act | State | Statute | Act No. 154 of 2020 provided that the Secretary of State serve on a panel to evaluate and award nonprofit entity reimbursement grants under the SC CARES Grant Management Program, which distributed funds received from the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act. | Board, commission, or committee on which someone from our agency must/may serve | This Act is no longer in effect. | No Change |
| Act No. 30, R43, S467, Board of Financial Institutions | State | Statute | Act No. 30 of 2021 provides the statutory framework for the organization of banks in South Carolina, including the filing of articles of incorporation with the Secretary of State. | Requires a service | The individual statutory provisions of this Act have been added to this spreadsheet. | No Change |
| Act No. 76, R92, H3786, Constitutional Officer Salaries | State | Statute | Act No. 76 of 2021 provides that beginning in FY 2022-23, the Agency Head Salary Commission shall conduct salary surveys and make recommendations to the General Assembly for the salaries for certain constitutional officers, including the Secretary of State. | Does not relate to a deliverable provided by the agency | The individual statutory provisions of this Act have been added to this spreadsheet. | No Change |
| Act No. 85, R104, S631, SC Electronic Notary Public Act | State | Statute | Act No. 85 of 2021 provides the statutory framework for electronic notarization in South Carolina, including the training and requirements to become an electronic notary and the procedures for electronic notarization. | Requires a service | The individual statutory provisions of this Act have been added to this spreadsheet. | No Change |

| Law number | Jurisdiction | Type | Description | Purpose the law serves: | Notes: | Changes made during FY 2023 |
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| § 1-1-1210 | State | Statute | Beginning in FY 2022-23, the salary for the Secretary of State and other specified constitutional officers must be based on recommendations by the Agency Head Salary Commission to the General Assembly as provided in Sections 8-11-160 and 8-11-165. | Not related to agency deliverable. | Act No. 76 of 2021. | No Change |
| § 12-21-2710 | State | Statute | Excludes gaming device manufacturers from the prohibition against possession of certain gaming devices if they are in good standing with the Secretary of State, are registered with the United States Department of Justice Gambling Device Registration Unit, are authorized to do business in the State of South Carolina, and that comply with any required business licensure and zoning requirements. | Not related to agency deliverable. | Act No. 190 of 2022. | No Change |
| § 16-19-50 | State | Statute | Excludes gaming device manufacturers from the prohibition against possession of certain gaming devices if they are in good standing with the Secretary of State, are registered with the United States Department of Justice Gambling Device Registration Unit, are authorized to do business in the State of South Carolina, and that comply with any required business licensure and zoning requirements. | Not related to agency deliverable. | Act No. 190 of 2022. | No Change |
| § 26-1-160(I) | State | Statute | Permits the Secretary of State to terminate a notary public's commission upon receipt of notification that the notary public has been charged with a criminal offense under Section 26-1-160. The Secretary of State must send written notice to the notary public by certified mail, and the notary public has 30 days following receipt of the notice to appeal the termination with the South Carolina Administrative Law Court. | Requires a service | This amendment was effective May 18, 2021. | No Change |
| § 26-2-100 | State | Statute | An electronic notary public must immediately notify the Secretary of State of any theft, vandalism, loss or use by another person of the electronic notary public's electronic journal, public key certificate, or electronic seal. | Requires a service | Act No. 85 of 2021. | No Change |
| § 26-2-110 | State | Statute | An electronic notarization system must comply with the South Carolina Electronic Notary Public Act and any regulations promulgated by the Secretary of State under the Act. | Requires a service | Act No. 85 of 2021. | No Change |
| § 26-2-120 | State | Statute | Any person wishing to provide an electronic notarization system to South Carolina electronic notaries public must first register with the Secretary of State. | Requires a service | Act No. 85 of 2021. | No Change |
| § 26-2-130 | State | Statute | If an electronic notary public's device used to create his or her electronic signature expires or is changed during the electronic notary public's term of office, then the electronic notary public shall cease performing electronic notarizations until a new device is issued or registered to the electronic notary public, and an electronically signed noticed is sent to the Secretary of State that includes the dates of any new registration term and any other new information that varies from the information in the most recently executed electronic registration form. | Requires a service | Act No. 85 of 2021. | No Change |
| § 26-2-140 | State | Statute | The Secretary of State may terminate an electronic notary public's registration if the electronic notary public has submitted an electronic registration form containing a material misstatement or omission of fact, has failed to maintain the capability to perform electronic notarial acts, or committed official misconduct. The Secretary of State must notify the electronic notary public in writing by certified mail, and the electronic notary public may file an appeal of the termination with the South Carolina Administrative Law Court. The resignation or expiration of an electronic notary public's registration does not terminate any investigation by the Secretary of State into the electronic notary public's conduct. | Requires a service | Act No. 85 of 2021. | No Change |
| § 26-2-170 | State | Statute | Electronic evidence of the authenticity of an electronic notary public's electronic signature and electronic seal must be attached to or logically associated with a notarized electronic document transmitted to another state or nation, and must be in the form of an electronic certificate of authority signed by the Secretary of State. | Requires a service | Act No. 85 of 2021. | No Change |
| § 26-2-180 | State | Statute | An electronic certificate of authority evidencing the authenticity of an electronic notary public's electronic signature and electronic seal must contain specific language, and the Secretary of State may charge a fee of \$10.00 for issuing an electronic certificate of authority. | Requires a service | Act No. 85 of 2021. | No Change |

| Law number | Jurisdiction | Type | Description | Purpose the law serves: | Notes: | Changes made during FY 2023 |
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| § 26-2-190 | State | Statute | The Secretary of State may promulgate and enforce any regulations and create and enforce any policies and procedures necessary for the administration of the South Carolina Electronic Notary Public Act. | Requires a service | Act No. 85 of 2021. | No Change |
| § 26-2-20 | State | Statute | A notary public commissioned in South Carolina may register with the Secretary of State as an electronic notary public by submitting an application to the Secretary of State along with a \$50.00 registration fee. The Secretary of State may reject an application if the applicant fails to comply with the statutory requirements provided under Section 26-2-20. | Requires a service | Act No. 85 of 2021. | No Change |
| § 26-2-30 | State | Statute | An applicant for registration as an electronic notary public must complete a course of instruction to ensure that the applicant understands the duties and responsibilities of an electronic notary public, as determined and approved by the Secretary of State, and must pass an examination of the course. | Requires a service | Act No. 85 of 2021. | No Change |
| § 26-2-80 | State | Statute | An electronic notary public must use an electronic notarization system that has been registered with the Secretary of State to produce the electronic notary public's electronic signature and electronic seal in a manner that is capable of independent verification. The Secretary of State shall promulgate regulations to establish the standards, procedures, practices, forms, and records relating to an electronic notary public's electronic signature and electronic seal. | Requires a service | Act No. 85 of 2021. | No Change |
| § 26-2-90 | State | Statute | All electronic notarial records required by statute or regulation may be examined or copied without restriction by a law enforcement officer in the course of an official investigation, subpoenaed by court order, or surrendered at the direction of the Secretary of State. The Secretary of State shall establish commercially reasonable standards for the preservation of electronic journals in the event of a resignation, revocation, or expiration of an electronic notary commission, or upon the death of an electronic notary public. | Requires a service | Act No. 85 of 2021. | No Change |
| § 34-1-160 | State | Statute | Permits organizers of a bank, building and loan association, savings and loan association, or savings bank to file articles of incorporation with the Secretary of State, if they have approval from the State Board of Financial Institutions and meet other conditions outlined by statute. | Requires a service | Act No. 30 of 2021. | No Change |
| § 34-3-810 | State | Statute | Permits a national bank or bank organized under the laws of another state to convert to a South Carolina bank by filing an application of conversion with the State Board of Financial Institutions and meeting other statutory requirements, including filing a certificate of conversion with the Secretary of State. The Secretary of State must then issue a date-stamped copy of the certificate to the bank, which shall record the certificate with the register of deeds in the county in which the bank's principal place of business is located. | Requires a service | Act No. 30 of 2021. | No Change |
| § 34-3-820 | State | Statute | After the Secretary of State issues the certificate of conversion and the bank has paid the required filing fee, the bank's corporate existence shall begin as soon as its dissolution as a national banking corporation or state banking corporation becomes effective. | Requires a service | Act No. 30 of 2021. | No Change |
| § 8-11-160 | State | Statute | Beginning in FY 2022-23, and every four years thereafter, the salary for the Secretary of State and other specified constitutional officers must be based on recommendations by the Agency Head Salary Commission to the General Assembly. The Agency Head Salary Commission shall authorize a study to be conducted every four years to recommend a salary range for each specified constitutional officer based on the officer's job duties and responsibilities, as well as the pay of constitutional officers in other states. | Not related to agency deliverable. | Act No. 76 of 2021. | No Change |
| § 8-11-165 | State | Statute | Beginning in FY 2022-23, and every four years thereafter, the Agency Head Salary Commission shall commission a study to recommend a salary range for each specified constitutional officer based on the officer's job duties and responsibilities, as well as the pay of constitutional officers in other states. The commission shall then determine a salary for the term of the constitutional officers within the recommended pay range, subject to funding in the annual appropriations act | Not related to agency deliverable. | Act No. 76 of 2021. | No Change |

| Law number | Jurisdiction | Type | Description | Purpose the law serves: | Notes: | Changes made during FY2023 |
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| § 15-50-90; § 15-50-100; § 15-50-110 | State | Statute | Beginning on January 1, 2024, a person shall not act as a transferee, attempt to acquire structured settlement payment rights through a transfer from a payee in South Carolina, or file a structured settlement transfer proceeding unless the person registers with the Secretary of State as a structured settlement purchase company. A person seeking to register as a structured settlement purchase company in South Carolina must file an initial or renewal application with the Secretary of State, along with the appropriate registration fee. The registration period lasts for one year. The registration must include a \$50,000 surety bond. | Requires a service | Act No. 22 of 2023. This provision does not go into effect until January 1, 2024. | Added |
| § 15-50-120 | State | Statute | Within 10 days after a judgment is secured against a structured settlement purchase company by a payee, the structured settlement purchase company must notify the Secretary of State and surety company. | Requires a service | Act No. 22 of 2023. This provision does not go into effect until January 1, 2024. | Added |
| § 15-50-140 | State | Statute | Neither the bonded structured settlement purchase company nor the surety shall modify or cancel the bond without notifying the Secretary of State in writing at least 20 days prior to the effective date of the cancellation or modification. If the bond is cancelled, the registration of the structured settlement purchase company shall automatically expire until a new bond is filed with the Secretary of State. | Requires a service | Act No. 22 of 2023. This provision does not go into effect until January 1, 2024. | Added |
| § 15-50-160 | State | Statute | Authorizes the Secretary of State to issue notices of violation and assess administrative fines of \$10,000.00 for failure to register as a structured settlement purchase company, and to retain the fine revenue to offset the expenses of enforcing the registration requirement. | Requires a service | Act No. 22 of 2023. This provision does not go into effect until January 1, 2024. | Added |

2023

Services Data

as submitted for the Accountability Report by:

E080 - Secretary of State's Office

| Description of Service | Description of Direct Customer | Customer Name | Others Impacted by Service | Division or major organizational unit providing the service. | Description of division or major organizational unit providing the service. | Primary negative impact if service not provided. | Changes made to services during FY2023 | Summary of changes to services |
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| Filings of corporate documents; search and retrieval of all corporate documents; repository of permanent state records. | Business owners, banks, attorneys, accountants, and individuals | Business owners, banks, attorneys, accountants, and individuals | | Business Filings Division (Corporations) | Files organizing documents, amendments and all other forms related to the operation of corporations, limited liability companies, limited partnerships and limited liability partnerships. | The State's economy would be negatively impacted if businesses were unable to file and search for corporate documents. | No Change | |
| Filing UCCs and UCC amendments; providing state repository of all UCC filings for search and retrieval; provide public notice system of UCC filings as the central filing office for financing statements regarding security interests. | Business owners, banks, attorneys, accountants, and individuals | Business owners, banks, attorneys, accountants, and individuals | | Business Filings Division (UCC) | Files Uniform Commercial Code Article 9 Secured Transactions filings. | UCC filings are required to secure priority in collateral. Loans could not be made or secured with collateral if service not provided. | No Change | |
| Regulating charitable organizations and professional fundraisers. Regulating the registration of certain nonprofit organizations wishing to conduct raffles in the state. Overseeing annual registration and financial reporting for charitable organizations, professional fundraisers, and nonprofit raffles. Enforces statutory requirements of the Solicitation of Charitable Funds Act and state law governing nonprofit raffles. | Charitable organizations, professional fundraisers, nonprofit organizations that conduct raffles, and all members of the public who donate to charitable organizations in South Carolina | Charitable organizations, professional fundraisers, nonprofit organizations that conduct raffles, and all members of the public who donate to charitable organizations in South Carolina | | Public Charities Division; Investigations Division; Legal Division | Protects charitable donors through the enforcement of the Solicitation of Charitable Funds Act and the state law governing nonprofit raffles. | The Solicitation of Charitable Funds Act and state law governing nonprofit raffles provide transparency to donors and requires that charitable organizations, professional fundraisers, and nonprofit organizations that conduct raffles adhere to statutory requirements. Without enforcement of these statutes, charitable organizations would be negatively impacted because donors would lose confidence that their contributions were being used wisely. | No Change | |
| Processing notary public applications and issuing commissions. Registers commissioned notaries as electronic notaries, and registers electronic notary service providers. Providing statewide training on notary public laws. Authenticates acts of notaries public and officials whose signatures are filed with the Secretary of State by issuing an apostille or state authentication. | Notaries public, attorneys, banks, individuals, electronic notary service providers | Notaries public, attorneys, banks, individuals, electronic notary service providers. | | Notaries, Authentications, Boards & Commissions Division | Commissions notaries public and files oaths of office. Registers electronic notaries and electronic notary service providers. Authenticates acts of notaries and other public officials through an apostille for countries that are parties to the Hague Convention and state authentications for non-member countries. | Notaries public are necessary to prevent fraudulent transactions. Without notaries public, documents and transactions that currently require notarization would be more susceptible to fraud. | Amend | Following the promulgation of regulations under the Electronic Notary Public Act, the Secretary of State began registering electronic notaries and electronic notary service providers. |
| Examining and filing trademark and service mark applications. Maintaining trademark and service mark database for customer search. Processing renewals every five years. | Business owners and individuals | Business owners and individuals | | Trademarks Division | Registers trademarks and service marks for use within the state of South Carolina. | Trademark and service mark filing is necessary to protect South Carolina trademark and service mark holders, so that they may conduct business without fear of losing the exclusive right to the use of a trademark or service mark. | No Change | |

| Description of Service | Description of Direct Customer | Customer Name | Others Impacted by Service | Division or major organizational unit providing the service. | Description of division or major organizational unit providing the service. | Primary negative impact if service not provided. | Changes made to services during FY2023 | Summary of changes to services |
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| Filing oaths for elected officials and appointments made by the Governor and other public officials; issuing commissions and maintaining records of terms; providing the public up-to-date information on vacancies on boards and commissions as well as expired terms. | Elected officials and individuals | Elected officials and individuals | | Notaries, Authentications, Boards & Commissions Division | Files oaths for and issues commissions to elected and appointed officials. Maintains records of state boards and commissions and provides online database to provide up-to-date information on vacancies on boards and commissions as well as expired terms. | Public officials must take oaths prior to assuming office. Public records of boards and commissions are necessary to fulfill statutory requirements and provide transparency for the public. | No Change | |
| Delivery of a summons and complaint or other legal document to a person, entity, or registered agent to provide notice of a pending legal action. The Secretary of State serves as registered agent for service of process for foreign corporations not authorized to do business in South Carolina and other entities that do not maintain a registered agent in this state. | Legal community, business community and individuals | Legal community, business community and individuals | | Municipalities Division | Serves as registered agent for certain entities as required by statute and sends service of process upon receipt of a valid service of process request. | Necessary for providing notification of pending legal action and providing a means of service of process for business entities that fail to maintain a registered agent in South Carolina. | No Change | |
| Reviewing proposed petitions for incorporation of municipalities and working with Joint Legislative Committee on Municipal Incorporation to determine possible incorporation. Filing records of all annexations and maintains and publishing records of all special purpose districts at the end of every even-numbered year. | Individual citizens pursuing municipal incorporation and citizens residing the proposed area for incorporation, local political subdivisions, other state agencies, and members of the public | Individual citizens pursuing municipal incorporation and citizens residing the proposed area for incorporation, local political subdivisions, other state agencies, and members of the public | | Municipalities Division and Legal Division | The Secretary of State files petitions for municipal incorporation, changes in forms of government for municipalities, and annexations. In addition, the Secretary of State files notification forms for special purpose districts and issues a biennial Special Purpose Directory. | The statutory and regulatory framework for municipal incorporation provides a legal avenue for citizens to incorporate new municipalities. In addition, filing these records ensures that current municipal boundaries are recorded and available for inspection. The biennial publication of the Special Purpose Directory provides up-to-date information to other governmental entities and members of the public. | No Change | |
| Filing Executive Orders and ratified acts. | Governor's Office and SC General Assembly | Governor's Office and SC General Assembly | | Notaries, Authentications, Boards & Commissions Division | The Secretary of State countersigns and files all Executive Orders issued by the Governor, and files and affixes the Great Seal to all ratified acts and joint resolutions passed by the General Assembly. | Essential to the function of state government. | No Change | |
| Dissolving special purpose districts upon receipt and review of a petition for dissolution. | Local governments and individuals | Local governments and individuals | | Legal Division | Upon receipt of a petition to dissolve a special purpose district, the Secretary of State shall investigate the matters set forth in the petition and serve the petition and notice of review upon the Governor, the State Treasurer, the governing bodies of the county or counties in which the special purpose district is located, and members of the last known governing body of the special purpose district. The Secretary of State shall also publish the notice of review in a newspaper in each county in which the special purpose district is located. If the Secretary of State determines that a special purpose district must be dissolved, the Secretary of State shall file an order of dissolution in each county in which the special purpose district is located. The Secretary of State shall also serve a notice of dissolution upon the Governor, the State Treasurer, and the members of the last known governing body of the special purpose district, and publish the notice of dissolution in a newspaper in each county in which the special purpose district is located. | This statutory process is necessary to dissolve inactive special purpose districts. | No Change | |

| Description of Service | Description of Direct Customer | Customer Name | Others Impacted by Service | Division or major organizational unit providing the service. | Description of division or major organizational unit providing the service. | Primary negative impact if service not provided. | Changes made to services during FY2023 | Summary of changes to services |
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| Issues corporate certificates for joint agencies and joint systems. | Local governments | Local governments | | Municipalities Division | Two or more governmental entities participating in a joint agency or joint system may file an application with the Secretary of State. If the statutory requirements are met, the Secretary of State shall issue the joint agency or joint system a corporate certification. | These statutory processes provide a mechanism for local governments to form entities for the purpose of obtaining essential services (water, sewer and natural gas) for citizens. | No Change | |
| Files notices of decertification of political parties from State Election Commission. | Political parties and citizens | Political parties and citizens | | Legal Division | If the State Election Commission decertifies a political party and the notice of decertification is returned as undeliverable by the postal service, the notice must be placed on file with the State Election Commission and the Secretary of State. | While this service provides transparency to the public, the service is duplicative with service provided by State Election Commission. | No Change | |
| Files state and county officer reports received from political parties. | Political parties and citizens | Political parties and citizens | | Legal Division | Following their county and state conventions, political parties must report to the Secretary of State their elected officers. County officers must be reported to the county clerk of court and the Secretary of State prior to the state convention. State officers must be reported to the State Election Commission and Secretary of State within 15 days of their election. The reports must be public record. | While this service provides transparency to the public, the service is duplicative with service provided by counties and the State Election Commission. | No Change | |
| Records certified election results and transmits copies of results to elected officials and the Governor. | Elected officials and the Governor | Elected officials and the Governor | | Notaries, Authentications, Boards & Commissions Division | The Secretary of State shall record certified election results received from the State Election Commission. Upon receipt of certified election results from the State Election Commission, the Secretary of State shall transmit a copy of those results to the elected candidates and the Governor. | Essential to the function of state government. | No Change | |
| Organizes and hosts the meeting of the Electoral College following a presidential election. | Political parties and citizens | Political parties and citizens | | Legal Division | The Secretary of State files candidates for presidential electors for political parties, and holds the meeting of the Electoral College on the first Tuesday after the second Wednesday in the December following the Presidential Election. Following the meeting of the Electoral College, the Secretary of State mails certificates of vote and ascertainment to the President of the United States Senate; the Executive Director of the State Election Commission; the Archivist of the United States; and the federal judge of the district where electors meet. | Essential to the function of state and federal government. | Amend | Act No. 27 of 2023 modified the date of the Electoral College meeting as well as the persons to whom the certificates of vote and ascertainment are sent, in order to comply with the Electoral Count Reform and Presidential Improvement Act of 2022. |
| Determines eligibility of charitable organizations for state employee payroll deduction. | Comptroller General's Office and state employees | Comptroller General's Office and state employees | | Public Charities Division | The Secretary of State shall determine on an annual basis if a charitable organization meets the criteria to receive charitable contributions from state employees through payroll deduction. | Failure to provide service would reduce donations to charitable organizations participating in the state payroll deduction program. | No Change | |
| Records and certifies transcript bonds. | Legal community and business community | Legal community and business community | | Notaries, Authentications, Boards & Commissions Division | The Secretary of State shall file copies of records of proceedings relating to the issuance of bonds by state agencies and provide certified copies to purchasers of bonds and interested parties. The Secretary of State may charge a reasonable fee for the certification. | This statutory process provides a repository for transcript bonds. | No Change | |
| Executes state general obligation economic development bonds. | Legal community and business community | Legal community and business community | | Notaries, Authentications, Boards & Commissions Division | All bonds issued under the State General Obligation Economic Development Bond Act must be signed by the Governor and State Treasurer, and attested to by the Secretary of State. The Great Seal of the State must be affixed to the bond. | This statutory process provides for certification for bonds under the State General Obligation Economic Development Bond Act. | No Change | |
| Registration of qualified businesses under the High Growth Small Business Job Creation Act and reporting of qualified businesses eligible for investment under the Act. | Legal community, business community, individuals and Department of Revenue | Legal community, business community, individuals and Department of Revenue | | Legal Division | The Secretary of State registers and renews qualified businesses that meet the criteria for registration under the High Growth Small Business Job Creation Act. The Secretary of State may revoke a registration if false information is found in the application. The Secretary of State reports a list of registered qualified businesses by January 31st of each year to the House Ways & Means Committee, Senate Finance Committee, and the Governor, and must post an aggregated statewide report on the agency's website. | This statutory process requires businesses to meet certain qualifications to participate in a tax credit program, and promotes investment in certain types of businesses. | No Change | |

| Description of Service | Description of Direct Customer | Customer Name | Others Impacted by Service | Division or major organizational unit providing the service. | Description of division or major organizational unit providing the service. | Primary negative impact if service not provided. | Changes made to services during FY2023 | Summary of changes to services |
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| Carries out escheatment process for real property and turns over proceeds to State Treasurer upon completion. | Individuals and the state of South Carolina | Individuals and the state of South Carolina | | Legal Division | Upon knowledge, belief, or information of another, when lands have escheated to the State after death of the last owner without leaving anyone with a claim to the land, the Secretary of State will initiate escheatment process in county where real property is located. Upon completion of the escheatment process, the Secretary of State turns over the proceeds of escheats to the State Treasurer after deducting and retaining reimbursement to the Sinking Fund. Costs and expenses incurred may be deducted and retained from proceeds of other escheatment cases in discretion of the Department of Administration. | Without this procedure, the transfer of property would be hindered in situations in which heirs could not be located. | No Change | |
| Responds to Freedom of Information Act requests. | Legal community, business community, media outlets, and individuals | Legal community, business community, media outlets, and individuals | | Legal Division | As a public body, the Secretary of State's Office is required to furnish records to persons upon receipt of a Freedom of Information Act request. | Required to provide transparency to the general public. | No Change | |
| Issues corporate charters to railroads, street railways, steamboats, and canal companies, and records railroad documents. | Legal community and business community | Legal community and business community | | Business Filings Division (Corporations) | The Secretary of State issues corporate charters to railroads, street railways, steamboats, and canal companies, and records railroad documents as required under Chapter 11 of Title 33 (Recordation of Deeds and Documents of Railroads) and Chapter 15 of Title 58 (Railroads, Street Railway, Steamboat and Canal Companies) | Required for railroads and other carriers to operate to provide interstate commerce. | No Change | |
| Issues certificates of incorporation for redevelopment commissions. | Local governments | Local governments | | Municipalities Division | A municipality seeking to form a redevelopment commission may pass an ordinance to form the commission. Upon the filing of a certified copy of the ordinance, the Secretary of State shall issue a certificate of incorporation. | This statutory process assists with the redevelopment of blighted areas. | No Change | |
| Registers agents for service of process for non-resident landlords, discount medical plan organizations, and non-resident prescription drug distributors. | Legal community, business community, and individuals | Legal community, business community, and individuals | | Municipalities Division, Business Filings Division (Corporations) | Discount medical plan organizations or marketers that sell, market, promote, advertise, or distribute a discount medical plan that is not insurance must designate a South Carolina resident as registered agent, and register the agent with the Secretary of State. Likewise, non-resident prescription drug distributors and non-resident landlords must designate a registered agent for service of process. The Secretary of State shall serve as registered agent for those entities that fail to designate a registered agent. | Failure to provide service may negatively affect the ability of persons to serve non-resident landlords, discount medical plan organizations or non-resident prescription drug distributors with legal process. | No Change | |
| Issues private personnel placement licenses. | Business community, employers and individuals | Business community, employers and individuals | | Division of Administration | The Secretary of State is required to license private personnel placement services to operate in South Carolina and provides the license application requirements. The Secretary of State also investigates violations of licensure requirements, and revokes and denies licenses under certain circumstances. | Provides a standard process for obtaining an employment agency license. | No Change | |
| Examines and files livestock brand and earmark applications. Provides online listing of registered livestock brands and earmarks for customer search. | Agricultural community and individuals | Agricultural community and individuals | | Trademarks Division | Registers livestock brands and earmarks for use within the state of South Carolina. | Provides necessary protection of livestock brands and earmarks to avoid confusion in the agricultural community. | No Change | |
| Investigates and assists law enforcement in the investigation of distribution, trafficking, and production of counterfeit marks. | Law enforcement, trademark holders and individuals | Law enforcement, trademark holders and individuals | | Investigations Division | Authorizes the Secretary of State to independently investigate and assist law enforcement in investigations of illegal distribution, trafficking, and production of counterfeit marks, as well as refer evidence to solicitors and the Department of Revenue for prosecution. | Provides protection to the public and holders of trademarks and service marks. Without this service, trafficking in counterfeit would be more prolific. | No Change | |

| Description of Service | Description of Direct Customer | Customer Name | Others Impacted by Service | Division or major organizational unit providing the service. | Description of division or major organizational unit providing the service. | Primary negative impact if service not provided. | Changes made to services during FY2023 | Summary of changes to services |
|---------------------------------------------------------------------------|-----------------------------------------------------|-----------------------------------------------------|----------------------------|--------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|----------------------------------------|-----------------------------------------------------------------------------------|
| Issues certificates of cable franchise authority. | Cable companies and business community | Cable companies and business community | | Municipalities Division | A person or entity seeking to provide cable or video service in SC must apply with the Secretary of State. To amend the state-issued certificate, the franchisee must file an amended application with the Secretary of State reflecting new areas to be served. Within five days of receipt of an application, the Secretary of State must notify each affected municipality and county of receipt of the application and must request from them the franchise fee rate imposed on the incumbent provider, the number of access channels they've activated under the incumbent cable provider's franchise agreement, and whether they consent to the state-issued certificate of franchise authority sought. If the municipality or county does not respond or denies consent, the Secretary of State denies the application with regard to that municipality or county, noting on the notice of denial the reason for it. Within 80 days of the request, the Secretary of State will issue the applicant a certificate of franchise authority. The Secretary of State shall keep for public examination a record of all certificates applied for or granted. Notices of transfer must be filed with the Secretary of State and the affected municipalities or counties within ten days of the completion of the transfer. Certificates of franchise authority may be terminated by the provider by submitting written notice to the Secretary of State and affected municipalities or counties. | Necessary to enforce the SC Competitive Cable Services Act. | No Change | |
| Files registrations and registration renewals for business opportunities. | Individuals and business community | Individuals and business community | | Division of Administration | Requires sellers of business opportunities to file disclosure statements and a copy of a surety bond or notice of trust account with the Secretary of State, and the Secretary of State to issue the seller a registration number. Sellers of business opportunities must renew their registration with the Secretary of State every 24 months. | Lack of transparency to members of the public. | No Change | |
| Registers structured settlement purchase companies. | Legal community, business community and individuals | Legal community, business community and individuals | | Legal Division | The Legal Division facilitates all areas in which the Secretary of State has statutory authority, and will implement the registration procedures for structured settlement purchase companies required under Act No. 22 of 2023. | Lack of transparency to members of the public. | Add | Act No. 22 of 2023. This provision does not go into effect until January 1, 2024. |
| Enforces provisions of the State Commodity Code. | Individuals | Individuals | | Legal Division, Investigations Division | The Legal Division and Investigations Division works with the South Carolina Attorney General to enforce the State Commodity Code and protect consumers from exploitation by commodities brokers. | Failure to provide service would result in further exploitation of consumers by unscrupulous commodities brokers. | No Change | |

2023

Partnerships Data

as submitted for the Accountability Report by:

E080 - Secretary of State's Office

| Type of Partner Entity | Name of Partner Entity | Description of Partnership | Change to the partnership during the past fiscal year |
|-------------------------------|-----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|
| State Government | Department of Administration | The Department of Administration Division of Technology and the Secretary of State's Office (SOS) partner to provide off-site storage for the permanent records of the SOS as part of the SOS disaster recovery plan, and in implementing the statewide IT security plan. | No Change |
| State Government | Department of Revenue | The Department of Revenue (DOR) and the Secretary of State's Office (SOS) work together on administrative dissolutions of business entities that are not in statutory compliance with the requirements to remain in good standing as a business in the state. In addition, the SOS provides DOR information on the formation of new business entities. DOR and SOS also share information related to the registration of qualified businesses under the High Growth Small Business Job Creation Act. | No Change |
| Non-Governmental Organization | KOPIS | The Secretary of State's Office and KOPIS partner to provide online solutions to enforce the Solicitation of Charitable Funds Act and protect charitable donors in South Carolina. | No Change |
| State Government | South Carolina Attorney General's Office | The Secretary of State (SOS) refers potential criminal violations of the Solicitation of Charitable Funds Act to the Attorney General's Office (AG) for review. The AG and SOS work together on investigations and enforcement actions involving charities, including participation in multistate actions. The SOS notifies the AG of nonprofit entities that are subject to administrative dissolution by the SOS. The SOS also refers fraudulent corporation filings to the AG for judicial dissolution. In addition, the SOS works with the AG on investigations and enforcement actions involving commodities, including participation in multistate actions. | No Change |
| State Government | South Carolina Business One Stop (SCBOS) | The Secretary of State's Office (SOS) provides CL-1 information to the Department of Revenue (DOR) through Tyler Technologies (SC.gov) and provides reports to DOR on the formation and closure of businesses. Administrative dissolutions of entities are also processed through a joint SOS, Tyler Technologies (SC.gov), and DOR project. | No Change |
| State Government | South Carolina Department of Consumer Affairs | The Secretary of State's Office (SOS) forwards complaints against cable franchise providers and homeowners' associations to the SC Department of Consumer Affairs (DCA) to assist the public. SOS shares information on DCA on the SOS website. Secretary Hammond serves as an ex officio member of the DCA Board of Directors. | No Change |
| State Government | South Carolina Emergency Management Division | The South Carolina Emergency Management Division (SCEMD) and the Secretary of State's Office (SOS) partner to provide SCEMD data on business entities registered with the SOS to facilitate the re-entry of business owners into evacuated areas during a state of emergency. | No Change |
| Non-Governmental Organization | Tyler Technologies (SC.gov) | Tyler Technologies (SC.gov) and the Secretary of State's Office (SOS) partner to create innovative IT solutions for our customers at minimal or no cost to taxpayers. Our current project is the online submission, search, and document retrieval of business filings for entities such as corporations, nonprofits, and limited liability companies. | No Change |

2023

Reports Data

as submitted for the Accountability Report by:

E080 - Secretary of State's Office

| Report Name | Law Number (if applicable) | Summary of information requested in the report | Date of most recent submission DURING the past fiscal year | Reporting Frequency | Type of entity/entities | Method to access the report | Direct access hyperlink or agency contact (if not provided to LSA for posting online) | Changes to this report during the past fiscal year | Explanation why a report wasn't submitted |
|----------------------------------------------|----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|---------------------|-------------------------------------------------------------|----------------------------------------|---------------------------------------------------------------------------------------|----------------------------------------------------|-------------------------------------------|
| Agency Accountability Report | § 1-1-810 | The report "must contain the agency's or department's mission, objectives to accomplish the mission, and performance measures that show the degree to which objectives are being met." Agencies must "identify key program area descriptions and expenditures and link these to key financial and performance results measures." | September-22 | Annually | Governor or Lt. Governor AND Legislative entity or entities | Provided to LSA for posting online | Melissa Dunlap, Deputy Secretary of State & Chief Legal Counsel | Amend | |
| Agency Debt Collection Report | Proviso 117.33 | This report details the amounts of outstanding debt and all methods used to collect debt. | February-23 | Annually | South Carolina state agency or agencies | Electronic copy available upon request | Tracy Watford, Director of Administration | No Change | |
| Agency Fines and Fee Report | Proviso 117.71 | Agency fees and fines collected. | September-23 | Annually | Legislative entity or entities | Available on agency's website | Tracy Watford, Director of Administration | No Change | |
| Agreed-Upon Procedures Engagement | § 11-7-20 | Reports the results from the performance of the agreed-upon procedures to the accounting records of the Secretary of State's Office. | August-23 | Annually | South Carolina state agency or agencies | Available on another website | Tracy Watford, Director of Administration | No Change | |
| Bank Account Transparency and Accountability | Proviso 117.80 | This report discloses every transaction of the composite reservoir bank account that is not included in SCEIS. | September-22 | Annually | South Carolina state agency or agencies | Electronic copy available upon request | Tracy Watford, Director of Administration | No Change | |
| Bingo Report | | Notifies DOR of active professional fundraising companies in order to ensure compliance with DOR bingo requirements. | June-23 | Monthly | South Carolina state agency or agencies | Electronic copy available upon request | Kim Wickersham, Director of Public Charities | Amend | |
| Capital Assets Report | § 11-11-40 | Reports on the agency's capital assets for the fiscal year. Informs the Comptroller General's Office that a physical inventory was done and if any adjustments were needed to the asset ledger. | September-22 | Annually | South Carolina state agency or agencies | Electronic copy available upon request | Tracy Watford, Director of Administration | No Change | |
| Cash and Investments Report | § 11-11-40 | This report gathers information regarding the types of cash and investments owned by an agency. | July-22 | Annually | South Carolina state agency or agencies | Electronic copy available upon request | Tracy Watford, Director of Administration | No Change | |
| EEO Progress Report | Proviso 117.13 | Report on agency's progress required by Proviso 117.14 of Appropriations Act (Affirmative Action). | October-22 | Annually | South Carolina state agency or agencies | Electronic copy available upon request | Tracy Watford, Director of Administration | No Change | |
| Fund Balance Report | § 11-11-40 | This report gathers information regarding constraints on the use of revenue sources and resulting fund balance. | August-22 | Annually | South Carolina state agency or agencies | Electronic copy available upon request | Tracy Watford, Director of Administration | No Change | |
| High Growth Small Business Job Creation Act | § 11-44-60 | Pursuant to SC Code §11-44-60, the Secretary of State publishes an aggregated statewide report with the number of qualified businesses, amount of capital raised, number of jobs created, and average wages. | January-23 | Annually | Governor or Lt. Governor AND Legislative entity or entities | Available on agency's website | Meredith Augustine, Deputy General Counsel | Amend | |
| HR Audit | § 8-11-680 | Reports the results from the performance of the agreed-upon procedures to the HR records of the Secretary of State's Office. | June-23 | Every 2 years | South Carolina state agency or agencies | Electronic copy available upon request | Tracy Watford, Director of Administration | No Change | |
| IT Planning and Data Collection | Proviso 117.112 | This report gathers information to aid with IT planning. | July-22 | Annually | South Carolina state agency or agencies | Electronic copy available upon request | Marion Weaver, Director of Information Technology Division | No Change | |

| Report Name | Law Number (if applicable) | Summary of information requested in the report | Date of most recent submission DURING the past fiscal year | Reporting Frequency | Type of entity/entities | Method to access the report | Direct access hyperlink or agency contact (if not provided to LSA for posting online) | Changes to this report during the past fiscal year | Explanation why a report wasn't submitted |
|----------------------------|-------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|---------------------|-------------------------------------------------------------|----------------------------------------|---------------------------------------------------------------------------------------|----------------------------------------------------|-------------------------------------------|
| Litigation Report | § 11-11-40 | This report provides information relating to any legal matter that may arise during the year requiring the agency to consult outside counsel for legal advice or representation. | July-22 | Annually | South Carolina state agency or agencies | Electronic copy available upon request | Tracy Watford, Director of Administration | No Change | |
| MBE Progress Report | § 11-35-5240 | Agency minority spending progress to meet utilization plan. | June-23 | Quarterly | South Carolina state agency or agencies | Electronic copy available upon request | Tracy Watford, Director of Administration | No Change | |
| MBE Utilization Plan | § 11-35-5260 | Pursuant to SC Code §11-35-5240, agency's goal to spend certain percentage of the fiscal years operating income with small and minority businesses. | September-22 | Annually | South Carolina state agency or agencies | Electronic copy available upon request | Tracy Watford, Director of Administration | No Change | |
| Other Funds Survey | § 2-65-50 | This report gathers information about agency other funds to be used when writing the budget. | November-22 | Annually | South Carolina state agency or agencies | Electronic copy available upon request | Tracy Watford, Director of Administration | No Change | |
| Payroll Report | § 42-7-75 | Reports of agency's gross payroll and number of employees, along with agency's Drug and Alcohol Free Workplace Policy. | July-22 | Annually | South Carolina state agency or agencies | Electronic copy available upon request | Tracy Watford, Director of Administration | No Change | |
| Procurement Report | § 11-35-2440 | Reporting on any illegal and sole sourced procurements by the agency. | June-23 | Quarterly | South Carolina state agency or agencies | Electronic copy available upon request | Tracy Watford, Director of Administration | No Change | |
| Regulation & Review Report | § 1-23-120; State Executive Order 2017-90 | As a state agency that promulgates and administers regulations, the Secretary of State's Office must conduct a formal review of all regulations that it has promulgated or administered and submit a report to the Code Commissioner and the Governor regarding whether the regulations should be repealed or amended. | June-22 | Every Five Years | Governor or Lt. Governor AND Legislative entity or entities | Electronic copy available upon request | Shannon Wiley, General Counsel & Public Information Director | Amend | |
| Subsequent Events Report | § 11-11-40 | This report identifies information obtained subsequent to submission of the Master Reporting Package which impacts the accuracy of the information provided | October-22 | Annually | South Carolina state agency or agencies | Electronic copy available upon request | Tracy Watford, Director of Administration | No Change | |

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|---------------------|--------------------|-----------------|-----|
| AGENCY NAME: | Secretary of State | | |
| AGENCY CODE: | E080 | SECTION: | 096 |

**2023
Accountability Report**

SUBMISSION FORM

I have reviewed and approved the data submitted by the agency in the following templates:

- Data Template
 - Reorganization and Compliance
 - FY2023 Strategic Plan Results
 - FY2024 Strategic Plan Development
 - Legal
 - Services
 - Partnerships
 - Report or Review
 - Budget
- Discussion Template
- Organizational Template

I have reviewed and approved the financial report summarizing the agency’s budget and actual expenditures, as entered by the agency into the South Carolina Enterprise Information System.

The information submitted is complete and accurate to the extent of my knowledge.

| | | |
|---------------------------------------------------|--------------------------|-------------------------------------------------|
| AGENCY DIRECTOR <i>(SIGN AND DATE):</i> | SIGNATURE ON FILE | Signature Received: 9/14/2023 2:56 PM |
| <i>(TYPE/PRINT NAME):</i> | Mark Hammond | |

| | | |
|----------------------------------------------------|------------|--|
| BOARD/CMSN CHAIR <i>(SIGN AND DATE):</i> | N/A | |
| <i>(TYPE/PRINT NAME):</i> | | |