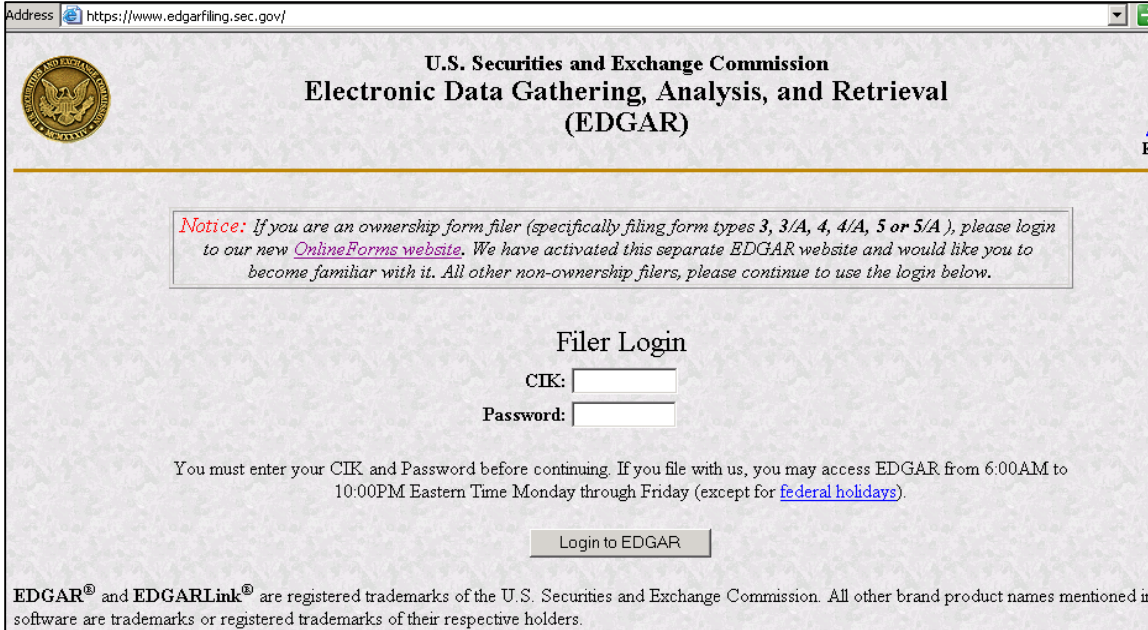



## Editing Company Data on the SEC Database

1. Launch the EDGAR Filing Website <https://www.edgarfiling.sec.gov> and enter any valid CIK and Password Combination (This code combination does not have to be associated with the company/individual you are updating information for.) Then click on the **Login to EDGAR** button.



Address <https://www.edgarfiling.sec.gov/>

 U.S. Securities and Exchange Commission  
Electronic Data Gathering, Analysis, and Retrieval  
(EDGAR)

*Notice: If you are an ownership form filer (specifically filing form types 3, 3/A, 4, 4/A, 5 or 5/A ), please login to our new [Online Forms website](#). We have activated this separate EDGAR website and would like you to become familiar with it. All other non-ownership filers, please continue to use the login below.*

Filer Login

CIK:

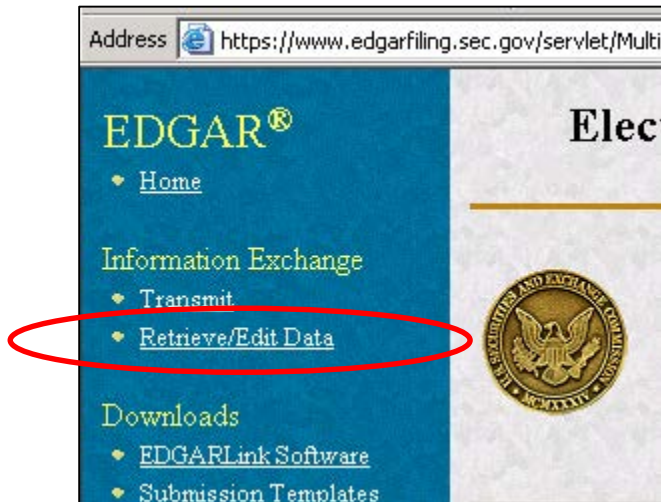
Password:

You must enter your CIK and Password before continuing. If you file with us, you may access EDGAR from 6:00AM to 10:00PM Eastern Time Monday through Friday (except for [federal holidays](#)).

Login to EDGAR

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2. Click on the **Retrieve/Edit Data** link in the left hand navigation area



3. Enter the CIK and CCC of the company or individual that needs updating. Then click the **Continue** button.

### Retrieve/Edit Data

CIK and CCC Request

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Enter a Company CIK and CCC

CIK:

CCC:

You must enter a valid CIK and CIK Confirmation Code (CCC) before continuing. The following screens will allow you to retrieve, view and update information related to the CIK value entered.

4. Click on the **Retrieve Company Information** link

### Retrieve/Edit Company and Submission Data

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Please select one of the following options:

- [Retrieve Submission Information](#) \*See Note #1\*
- [Retrieve Company Information](#) \*See Note #2\*
- [Retrieve Module/Segment Information](#)
- [Retrieve Return Copies](#)
- [Enter Series and Classes \(Contracts\) Information](#)
- [Request Asset-Backed Securities \(ABS\) Issuing Entities Creation](#)
- [Change Company Password or CCC](#)
- [Enter Another CIK/CCC](#)

5. Scroll to the bottom of the *Company Information* page and click the **Edit Company Information** button.
6. After making your edits you will need to click the **Submit Changes** button at the bottom of the *Edit Company Information* page. Click **Confirm Changes** on the next screen.
7. Your Company Data Change is now completed and you will get a confirmation of the change on your screen and an email confirmation will be sent to the EDGAR Contact listed on the SEC Database.
8. A company name change will be reviewed by the SEC and will take place upon your next Live filing. All other changes are effective immediately on the EDGAR Database and will be visible on sec.gov upon your next Live filing.