



# Maryland State Board of Elections

## Resident Agent Frequently Asked Questions

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### **Question 1: What is a resident agent in Maryland?**

**Answer:** A resident agent is a person or business entity authorized to receive official legal and tax documents on behalf of a company.

### **Question 2: Who is required to have a resident agent?**

**Answer:** If you are a “Person doing public business” or “Both.”

### **Question 3: My business uses a resident agent vendor, and the resident agent has generic contact and email. Is that permissible?**

**Answer:** Yes, that is permissible.

### **Question 4: Where in the new Business Contribution Disclosure System (BCDS) will I add or update the resident agent?**

**Answer:** To add or update a beneficial owner in the BCDS system, follow these steps:

1. Log into the system.
2. Select “Account Overview.”
3. Click on “Amend Registration.”
4. Choose “Ownership Details.”
5. Click on “+ Add Resident Agent.”
6. Enter the required information
7. Select “Save.”
8. Click on “Review and Amend.”
9. Provide a short description.
10. Finally, select “Amend Registration.”

### **Question 5: Can I be my own resident agent in Maryland?**

**Answer:** Yes, you must be 18 or older, live in Maryland, and have a physical street address where you can accept documents during business hours.

### **Question 6: Is there a state website to find our resident agent that was originally disclosed when we entered into a contract with the state?**

**Answer:** Yes, your previously reported resident agent information can be found at this state website <https://egov.maryland.gov/businessexpress/entitysearch>.