KPPB LAW
www.kppblaw.com

INVESTMENT MANAGEMENT SERVICES

EDGAR Registration, Form D Filing, & State Blue Sky Filings Instructions

Below are instructions for EDGAR Registration, Form D Filing, and State Blue Sky Filings. The Form D must be filed with the SEC within 15-calendar days after the date of the first sale of securities in the offering. It must be updated after material changes (including after the first sale to a new state) and once every 12 months while the offering is ongoing. State blue sky filings generally must be made within 15 days after the first sale in that state. Some states like Georgia require an annual filing while the offering is active.

Step 1: Register for EDGAR Access (Obtain Filing Codes)

1. **Register the issuing entity on EDGAR**
    - General instructions: [SEC Form D Overview]
    - Form ID application (required to obtain codes): [Form ID Application]
2. **Login.gov account required**
    - You must first create a [Login.gov] account to access the Form ID application. Make sure the account is registered to the email address that will received the codes and make the filing.
3. **Complete the Form ID process**
    - Each entity selling securities must obtain its own set of EDGAR credentials.
    - You will receive a **CIK (Central Index Key) when codes are issued. You will use this to generate the CCC or can access it in the EDGAR Filer Management Page**.
    - Note: The Password will expire periodically, but you can reset it with the CIK and Passphrase.
4. **Notarization requirement**
    - After completing the Form ID, you must **print it, notarize it, and upload the notarized copy** before the SEC will issue the codes. **Make sure the notary stamp is in the location designated on the form.** Follow the rules for naming the file. **If**

for some reason the system does not accept your PDF, try regenerating the PDF using the Print to PDF function.

Step 2: File the Form D

1. Once you have CIK, retrieve the CCC code from the Form ID Application page. Then log in here to file the Form D: EDGAR Online Forms Login.
2. The Form D is straightforward:
   - Requires details such as offering size, amounts sold, etc.
   - Each entity must file its own Form D.
3. **Amendments**
   - As the offering progresses, you can amend the Form D to reflect additional amounts sold.
   - Use the original Form D filing number to amend.

Step 3: File State "Blue Sky" Notices

1. **Register with the Electronic Filing Depository (EFD):** EFD Website
   - Most of the states now use EFD for Blue Sky filings.
2. **Who should register**
   - Typically, the General Partner or Manager of the entity filing securities can register.
3. **Filing process**
   - After the Form D is filed on EDGAR, search for your filing on EFD.
   - Select the applicable states to make filings.
   - The system will calculate required state fees and request any additional information.
4. **Typical state requirements**
   - Copy of the Form D
   - State filing fee
   - Consent to service of process

For more information, please contact Raj R. Mahale, Esq.:

Raj R. Mahale
Partner, Investment Management, M&A, and International Transactions

KPPB LAW

Direct: 203.570.0308
Main: 678.443.2220
Fax: 678.443.2230
Email: rmahale@kppblaw.com
Website | **Blog** | **Facebook** | **News**

575 Fifth avenue – Suite 1400
New York, NY 10017

470 James Street
New Haven, Connecticut 06513

GEORGIA | NEW YORK | VIRGINIA | CONNECTICUT | NEW MEXICO | ILLINOIS

KPPB LAW is certified as a Minority Business Enterprise by the National Minority Supplier Development Council (NMSDC), & a long-time, law-firm member of the National Association of Minority and Women Owned Law Firms (NAMWOLF).

Investment Management Legal Services

LEGAL SUPPORT FOR FUND MANAGERS

Access U.S. investors and streamline legal complexity

Raising U.S. capital shouldn't feel complicated—or intimidating.
At KPPB LAW, we work side by side with fund managers to make structuring U.S. investment funds straightforward, efficient, and built for growth.
Our Investment Management Team brings deep experience across venture capital, private equity, hedge funds, real estate funds, and feeder and master-feeder structures, both in the U.S. and offshore, specifically with Cayman, BVI, Singapore, UAE, and India.

What sets KPPB LAW apart is our expertise and genuine commitment to service. We don't just draft documents—we guide, anticipate, and simplify. From fund formation and regulatory compliance to investor negotiations, disclosures, and ongoing operations, our Investment Management team delivers clear advice and practical execution at every step, helping fund managers move forward with confidence.

Whether you're launching your first U.S. fund or refining a multi-tier cross-border structure, we focus on creating solutions that align with your strategy, your investors, and your growth by gaining access to U.S. investment capital. Contact: Raj Mahale at rmahale@kppblaw.com

AV Martindale-Hubbell Peer Review Rated

NAMWOLF

Super Lawyers

Chambers TOP RANKED

Investment Management Legal Services

Legal Support for Fund Managers

Effectively manage investment funds through changing economic environments with KPPB LAW's globally recognized investment management expertise. Led by NYC-based Partner Raj Mahale, our Investment Management team brings decades of experience guiding clients through every stage of the fund life cycle—from capital raising and fund formation to ongoing operations and global investing. We advise private funds, investment advisers, mutual funds, institutional investors, and family offices, delivering practical, business-minded counsel across U.S. and international markets. With deep capabilities in private placements, fund structuring, feeder funds, international financial regulation, derivatives and capital markets transactions, and dedicated emerging managers and family office practices, KPPB LAW partners with clients to build resilient structures and navigate complexity with confidence. Learn more at **www.kppblaw.com/investment-management/**

KPPB LAW

About KPPB LAW

As one of the largest South-Asian owned law firms in the United States—that is a minority-owned enterprise certified by the National Minority Supplier Development Council, AV-rated by Martindale Hubbell, and an early member of the National Association of Minority and Women Owned Law Firms—**KPPB LAW helps business thrive.**

Founded in 2003 by four lawyers of South-Asian descent, Sonjui Kumar, Kirtan Patel, Roy Banerjee, and Nick Prabhu, Atlanta-based KPPB LAW today is a team of 25 attorneys with talented support staff in six United States. We are multilingual and advise U.S. businesses of all sizes across a variety of industries on business transactions, litigation, and we also guide foreign businesses with interests in the United States. Learn more about all our business law services at **www.kppblaw.com**

Helping businesses thrive. Since 2003.

kppblaw.com