

PEREZ DE LA MESA MANUEL J
 Form 5
 February 12, 2018

FORM 5

**UNITED STATES SECURITIES AND EXCHANGE COMMISSION
 Washington, D.C. 20549**

OMB APPROVAL

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 Form 3 Holdings Reported Form 4 Transactions Reported

ANNUAL STATEMENT OF CHANGES IN BENEFICIAL OWNERSHIP OF SECURITIES

Filed pursuant to Section 16(a) of the Securities Exchange Act of 1934, Section 17(a) of the Public Utility Holding Company Act of 1935 or Section 30(h) of the Investment Company Act of 1940

1. Name and Address of Reporting Person *
 PEREZ DE LA MESA MANUEL J

2. Issuer Name and Ticker or Trading Symbol
 ARC DOCUMENT SOLUTIONS, INC. [ARC]

5. Relationship of Reporting Person(s) to Issuer

(Check all applicable)

(Last) (First) (Middle)

3. Statement for Issuer's Fiscal Year Ended (Month/Day/Year)
 12/31/2017

Director 10% Owner
 Officer (give title below) Other (specify below)

C/O ARC DOCUMENT SOLUTIONS, INC., 1981 NORTH BROADWAY, SUITE 385

(Street)

4. If Amendment, Date Original Filed(Month/Day/Year)

6. Individual or Joint/Group Reporting

(check applicable line)

WALNUT CREEK, CA 94596

Form Filed by One Reporting Person
 Form Filed by More than One Reporting Person

(City) (State) (Zip)

Table I - Non-Derivative Securities Acquired, Disposed of, or Beneficially Owned

1. Title of Security (Instr. 3)	2. Transaction Date (Month/Day/Year)	2A. Deemed Execution Date, if any (Month/Day/Year)	3. Transaction Code (Instr. 8)	4. Securities Acquired (A) or Disposed of (D) (Instr. 3, 4 and 5)	5. Amount of Securities Beneficially Owned at end of Issuer's Fiscal Year (Instr. 3 and 4)	6. Ownership Form: Direct (D) or Indirect (I) (Instr. 4)	7. Nature of Indirect Beneficial Ownership (Instr. 4)
Common Stock	02/09/2005 ⁽¹⁾	∅	G5	14,000 D	\$ 0 124,922	D	∅
Common Stock	02/09/2005 ⁽¹⁾	∅	G5	14,000 A	\$ 0 14,000	I	by Manuel Jose Perez de la Mesa Revocable Trust ⁽²⁾

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The reporting person transferred shares into the Manuel Jose Perez de la Mesa Revocable Trust, of which Mr. Perez de la Mesa and his wife serve as trustees.

- (2) Shares held in the name of the Manuel Jose Perez de la Mesa Revocable Trust, of which Mr. Perez de la Mesa and his wife serve as trustees.

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