



Revised 12/2018

## AMENDMENT TO CERTIFICATE OF ORGANIZATION LIMITED LIABILITY COMPANY

Title 30, Chapters 21 and 25, Idaho Code
Base Filing fee: \$30.00 + \$20.00 for manual processing (form must be typed).

1.	. The name of the limited liability company is:							
2.	The date the certificate of organization was originally filed:							
3.	. The name of the limited liability company is amended to:							
The complete street and mailing addresses of the principal office is amended to:								
	(Street Address)							
(Mailing Address, if different								
5. The mailing address for future correspondence (annual reports) is amended to:								
	(Address	8)						
6.	6. The name and address of the managers/members shall be amended as follows:							
	Add:	Delete:						
			(Name)	(Address)				
	Add:	Delete:						
			(Name)	(Address)				
	Add:	Delete:						
			(Name)	(Address)				
7.	Signature	e of a maı	nager, member,	or authorized person.	Secretary of State use only			
Pri	inted Nan	ne:						
Pri	inted Nan	ne:						
Sig	Signature:							



## **INSTRUCTIONS**

Provide contact information where you can be reached:	
Phone Number	Email Address

- Line 1. Enter the name of the limited liability company exactly as it is filed with the Secretary of State's Office. If the LLC has been administratively dissolved and the name is no longer available for use, the name must be amended on line # 2.
- Line 2. Enter the date the certificate of organization was filed in this office.
- Line 3. If this amendment includes a change to the name of the limited liability company indicate the new name of the limited liability company must include the requirements of Idaho Code § 30-21-302, which requires the name to contain the words Limited Liability Company, Limited Company or the abbreviation L.L.C., L.C., LLC or Ltd. Co.
- Line 4. Use this line to amend the street and mailing addresses of the principal office.
- Line 5. Use this line to amend the mailing address for future correspondence.
- Line 6. If this amendment is to add or delete a manager or member of the limited liability company you can do so in this area.
- Line 7. The application must be signed by an authorized person. Please identify the name of the signer by typing his/her name below the signature.

Enclose the appropriate fee (make checks payable to Idaho Secretary of State):

- a. The fee is \$50.00 (includes additional \$20.00 for a non-electronic form for manual entry).
- b. If expedited service is requested, add an additional \$40.00 to the filing fee.
- c. If 'same day' service is requested, add \$100.00 to the filing fee.

Pursuant to Idaho Code § 67-910(6), the Secretary of State's office may delete a business entity filing from our database if payment for the filing is not completed.

Mail or deliver to: Office of the Secretary of State

450 N 4th Street PO Box 83720 Boise ID 83720-0080

If you have questions or need help, call the Secretary of State's office at (208) 334-2301.