

**STATE OF ALABAMA
STATEMENT OF AMENDMENT TO
FOREIGN LIMITED LIABILITY PARTNERSHIP**

PURPOSE: To amend the registration of a foreign partnership within 90 days after the change of facts described in the initial registration pursuant to Section 10A-1-7.06 of the Code of Alabama 1975.

INSTRUCTIONS: Mail two (2) completed forms with the appropriate fee to the **Office of the Secretary of State at PO Box 5616, Montgomery, AL 36103-5616** (if a return copy is requested send a preaddressed postage paid return envelope with your Amendment). Include a check, money order, or credit card payment for **\$25.00 for standard processing** or **\$125.00 for expedited processing** (within twenty four (24) hours after the date of receipt). You may email this Amendment to foreign.entities@sos.alabama.gov If you are paying by credit card (do not scan in 2 copies you will need to authorize a \$4.00 copy fee to receive an acknowledgement copy unless you are expediting processing). If a copy is provided/paid the acknowledgement will be returned via USPS or **emailed if expedited processing is paid**. The request is accepted via mail, courier or email. No fees are charged or deposited until the amendment is filed. The amendment will not be filed if the credit card does not authorize and will be removed from the index if the check is dishonored (\$30 fee). All processing instructions are complete in this form and Payment Option Sheet; cover letters are not necessary and will not be reviewed.

(For SOS Office Use Only)

This form must be typed or laser printed.

1. **NOT REQUIRED:** Delayed effective date _____ / _____ / _____ MUST be after date of receipt by Alabama Secretary of State's Office and not more than 90 days after signing of this document. If this is not completed the filing will be dated the date received in approvable format.
2. Alabama Entity ID Number (Format: 000-000): _____ - _____

INSTRUCTION TO OBTAIN ID NUMBER TO COMPLETE FORM: If you do not have this number immediately available (it is on the face of your original filed registration or your Certificate of Existence if you purchased one), you may obtain it on our website at www.sos.alabama.gov Business Services (below picture), Business Entity Search, Search by Entity Name. The six (6) digit number containing a dash to the left of the name is the entity ID number. If you click on that number, you can check the details page to make certain that you have the correct entity – this verification step is strongly recommended.

3. Registered Name of Foreign Registered LLP in Alabama: _____

This will be the partnership's legal name unless it was necessary to use a fictitious name at registration.

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4. Detail any amendment to the registration information provided; (may include, name change, change of principal address, change of jurisdiction of formation, change of purpose/nature of business or general partners) – if more space is required you may enter See Attached and attach the details:

If the registered agent/registered office address in Alabama has changed, you will need to file a Change of Registered Agent or Registered Office by Entity – the signature of the new agent is required on that form. The form may be obtained at www.sos.alabama.gov Business Services (below picture), Business Downloads, and then scroll down to the Registered Agent and/or Registered Office Changes category.

5. If the name is changing a new Name Reservation must be attached:
- ___A copy of the Name Reservation received from the Office of the Alabama Secretary of State is attached. **OR**
- ___The entity requests approval of the name change prior to amendment and has included a separate \$25.00 fee for expedited processing.
6. If a fictitious name is used the undersigned certifies the resolution of the LLP’s governing authority to adopt the fictitious name for use in Alabama and affirming the authority to make such a certification under 10A-7.07.
7. The undersigned certify that this entity is a valid existing limited liability partnership in the state/country of formation.
8. The undersigned signatory authority certifies that the signature(s) meet the requirements of the *Code of Alabama 1975*, 10A-1-7.04(d) to include, but not be limited to declarations regarding accuracy and penalty of perjury, and any copy requirements.

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One or more partners may sign.

Date

Typed Name of Partner Authorized

Signature of above Stated Authority

Date

Typed Name of Partner Authorized

Signature of above Stated Authority

Date

Typed Name of Partner Authorized

Signature of above Stated Authority

