



Office of the Secretary of State
Corporations & Charities Division

Limited Liability Company

See attached detailed instructions

This Box For Office Use Only

- Filing Fee \$30.00
- Filing Fee with Expedited Service \$80.00

UBI Number: _____

CERTIFICATE OF AMENDMENT

Chapter 23.95 RCW

SECTION 1

NAME OF LIMITED LIABILITY COMPANY (LLC): *(as currently recorded with the Office of the Secretary of State)*

SECTION 2

AMENDMENTS TO CERTIFICATE: *(if necessary, attach additional information. If changing the name it must contain one of the following designations: Limited Liability Company, Limited Liability Co or one of these abbreviations: L.L.C. or LLC. If the designation is omitted, it will default to LLC when processed)*

SECTION 3

EFFECTIVE DATE OF AMENDMENTS TO CERTIFICATE: *(please check one of the following)*

- Upon filing by the Secretary of State
- Specific Date: _____ *(Specified effective date must be within 90 days AFTER the Amended Certificate has been filed by the Office of the Secretary of State)*

SECTION 4

EXECUTOR INFORMATION *(see instructions page)*

This document is hereby executed under penalties of perjury, and is, to the best of my knowledge, true and correct.

X			
Signature	Printed Name/Title	Date	Phone

INSTRUCTIONS – CERTIFICATE OF AMENDMENT

Please complete all sections of the Certificate of Amendment. **USE DARK INK ONLY.** For an electronic, fillable version of this form, please visit our website at www.sos.wa.gov/corps

UBI Number: Please enter your existing Unified Business Identifier (UBI Number) as currently recorded with the Office of the Secretary of State, in the box in the upper right hand corner of page 1.

Section 1

Indicate the Limited Liability Company (LLC) name as it is currently recorded with the Office of the Secretary of State.

Section 2

Clearly list the changes you are making to the Certificate of Formation/Registration (*if necessary, attach additional information. If changing the name it must contain one of the following designations: Limited Liability Company, Limited Liability Co or one of these abbreviations: L.L.C. or LLC. If the designation is omitted, it will default to LLC when processed*). **Do not use this form to update governing persons, registered agent or the principal office. Please visit www.sos.wa.gov/corps for the appropriate form or contact our office at corps@sos.wa.gov or call 360-725-0377.**

Section 3

Choose either upon filing by the Secretary of State or you may indicate an effective date. The effective date can be up to 90 days AFTER filing the amendments to the Certificate of Formation by the Office of the Secretary of State.

Section 4

The amendment must be signed by an authorized person.

Additional Information:

FEES: The filing fee for Amended Certificate of Formation/Registration is \$30.00 If expedited service is requested, include an additional \$50.00 and write "EXPEDITE" on the outside of the envelope. Make the checks or money orders payable to "Secretary of State". **(ALL fees are non-refundable)**

Mail completed forms and payment to:

Secretary of State
Corporation Division
801 Capitol Way S
PO Box 40234
Olympia WA 98504-0234

If you have questions, need assistance, or would like to provide feedback please visit the Corporations Division website at www.sos.wa.gov/corps or call 360-725-0377.