



Corporations & Charities Division
Physical/Overnight address:
801 Capitol Way S
Olympia, WA 98501-1226
Mailing address:
PO Box 40234
Olympia, WA 98504-0234
Tel: 360.725.0377
sos.wa.gov/corps

INSTRUCTIONS: STATEMENT OF CORRECTION RCW 23.95.220

General Instructions: Use dark ink only. Complete the entire form and enter all requested information in the fields provided. A fillable .pdf version of this form is available for download at www.sos.wa.gov/corps

Mail: Send the completed form and payment to the address listed above. **The post mark date is not the received date.**

Payment: Make checks or money orders payable to "Secretary of State." Checks cannot be backdated more than 60 days from the date the check is received.

Fees: The filing fee for the Statement of Correction is \$30.00

Expedited Service: If expedited service is requested, an *additional* \$50 must be added to the filing fee. Check the box indicating expedited service on page one

ALL FILING FEES ARE NON-REFUNDABLE. ALL DOCUMENTS ARE PUBLIC RECORD.

(1) Business Name: Provide the name as recorded with the Office of the Secretary of State of Washington.

Unified Business Identifier (UBI): Provide the UBI Number assigned to the business registration as on file with the Office of the Secretary of State of Washington. The UBI Number and name of the business **must** match our records in order to be accepted.

(2) Filed Record to be Corrected: Indicate the Name of the Filed Record to be revised with this Statement of Correction. Only one record may be revised per each Statement of Correction submitted.

(3) Filed Date of the Record: Indicate the Effective/Filed Date of the record to be revised with this Statement of Correction submission.

(4) Specify the Inaccuracy or Defect of Filed Record: Provide the specifications of the inaccurate or defective information. (Example: "Article 3, incorrectly states the Number of Shares as 500".)

(5) Specify the Corrections of the Filed Record: Provide the corrections to be made to the filed record. (Example: "Correcting Article 3, Number of Shares should be 5000 shares".)

(6) Return Address for this Filing: If provided, the confirmation regarding this specific filing will be sent to this address, in addition to the Registered Agent's address.

(7) Authorized Person: Sign, print, provide the signer's title, and date the document.

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



Office of the Secretary of State
Corporations & Charities Division

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This Box For Office Use Only

- Filing Fee \$30
- To Expedite Filing, Add \$50

STATEMENT OF CORRECTION

Pursuant to [RCW 23.95.220](#), the undersigned business hereby submits a Statement of Correction for the purpose of correcting a record filed with the Corporations & Charities Division of the Office of the Secretary of State.

All fields are required unless otherwise specified

(1) BUSINESS NAME: _____ UBI No.: _____

(2) FILED RECORD TO BE CORRECTED IS:

(3) FILED DATE OF THE RECORD: _____

(4) SPECIFY THE INACCURACY OR DEFECT OF FILED RECORD:

(5) SPECIFY THE CORRECTIONS OF THE FILED RECORD:

(6) RETURN ADDRESS FOR THIS FILING: *(Optional)*

If provided, the confirmation regarding this specific filing will be sent to the address below, in addition to the Registered Agent's address.

Attention: _____ Email: _____

Address: _____

City: _____ State: _____ Zip: _____

(7) AUTHORIZED PERSON:

I hereby certify, under penalty of law, that the above information is accurate and complies with the filing requirements of state law.

Signature of Authorized Person

Printed Name/Title

Date

Phone Number: _____