

**INSTRUCTIONS TO FORM UPA-135-RESIGN –
CERTIFICATE OF RESIGNATION OF REGISTERED AGENT**

Filing Requirements			
File Online Today	Paper Filing		
<p>Visit https://cis.scc.virginia.gov to file the certificate of resignation of registered agent in real time.</p> <p>Questions? Visit the CIS help page at https://scc.virginia.gov/pages/CIS-Help for how-to guides, answers to frequently asked questions, and helpful videos.</p>	<p>Download from https://scc.virginia.gov/pages/Virginia-Registered-Limited-Liability-Partnerships OR https://scc.virginia.gov/pages/Foreign-Registered-Limited-Liability-Partnerships complete, print, and mail or deliver to:</p> <table><tr><td>State Corporation Commission Clerk's Office P.O. Box 1197 Richmond, VA 23218-1197</td><td>Courier Delivery Address 1300 E. Main St, 1st floor Richmond, VA 23219</td></tr></table>	State Corporation Commission Clerk's Office P.O. Box 1197 Richmond, VA 23218-1197	Courier Delivery Address 1300 E. Main St, 1 st floor Richmond, VA 23219
State Corporation Commission Clerk's Office P.O. Box 1197 Richmond, VA 23218-1197	Courier Delivery Address 1300 E. Main St, 1 st floor Richmond, VA 23219		

The statement must be in the English language, typewritten or printed in black, legible and reproducible. The document must be presented on uniformly white, opaque paper, free of visible watermarks and background logos.

This statement can be filed online in real time by visiting our website at <https://cis.scc.virginia.gov>.

If the registered agent is a business entity, the statement must be executed in the name of the business entity by a person authorized to act on behalf of the registered agent, and the printed name and title of the person signing on behalf of the registered agent must be set forth next to the signature.

It is a Class 1 misdemeanor for any person to sign a document he or she knows is false in any material respect with intent that the document be delivered to the Commission for filing. See § 50-73.83C of the Code of Virginia.

NOTES

The agency appointment will be terminated and the registered office discontinued on the 31st day after the date on which the certificate is filed with the Commission. See § 50-73.135 F of the Code of Virginia.

<p>Do not include personally identifiable information, such as a Social Security number, in a business entity document submitted to the Office of the Clerk for filing with the Commission. Information in these documents is available to the public. For more information, see Notice Regarding Personally Identifiable Information at www.scc.virginia.gov/clk.</p>



Form
UPA-135-RESIGN
 (Rev. 07/21)

State Corporation Commission

**Certificate of Resignation of
 Registered Agent of a Registered
 Limited Liability Partnership**

 (name of individual or business entity serving as registered agent)

hereby resigns as the registered agent for

 (name of registered limited liability partnership)

 (registered limited liability partnership's SCC ID #)

The registered office of the registered limited liability partnership is also discontinued.

The above-named registered agent hereby certifies that a copy of this certificate will be mailed by certified mail to the principal office of the registered limited liability partnership on or before the business day following the day on which this certificate is filed with the Commission.

 (signature of individual resigning as registered agent)

 (printed name)

 (date)

OR

 (name of business entity resigning as registered agent)

By:

 (signature of person signing on behalf of business entity resigning)

 (printed name and title)

 (date)

NOTICE TO THE ABOVE-REFERENCED REGISTERED LIMITED LIABILITY PARTNERSHIP

The registered agent's resignation becomes effective on the 31st day after the date on which the Certificate of Resignation is filed with the Commission or on the date a certificate of change to appoint a registered agent is filed with the Commission. The law requires each domestic and foreign registered limited liability partnership doing business in Virginia to continuously maintain in this Commonwealth a registered office and a registered agent. The registered limited liability partnership must appoint a new registered agent and establish a new registered office on or before the effective date of the resignation by filing with the Commission a Certificate of Change of Registered Office and/or Registered Agent on a form prescribed by the Commission. A Certificate of Change form can be filed online in real time at <https://cis.scc.virginia.gov> A paper copy of the form can be obtained from the Commission's website at <https://scc.virginia.gov/pages/Online-Forms-Request>. If the registered limited liability partnership fails to appoint a new registered agent and, if applicable, establish a new registered office, its statement of registration ultimately will be automatically canceled.