

Amended Application for Registration as a Foreign Protected Series Instructions

Filing Requirements	
Required Documentation	
Pay all fees and penalties before submitting this amended application to the Commission. If this amended application is <u>filed</u> on or before the annual registration fee due date, payment of the registration fee for the current year is not required.	
Submit with the application a certified or otherwise authenticated copy of any of the protected series' statement of designation change or other instruments of amendment or correction filed in the jurisdiction of formation, authenticated within the past 12 months by the Secretary of State or other public official with custody of the protected series' records. Certification must indicate that each document is a "true and correct copy" of the official records, or words to that effect.	
Required Fees	Filing Fee: \$25.00
File Online Today	
Visit https://cis.scc.virginia.gov to submit for filing an Amended Application for Registration as a Foreign Protected Series in real time.	
Questions?	
Visit the CIS help page at www.scc.virginia.gov/clk/pinfaqs.aspx for how-to guides, answers to frequently asked questions, and helpful videos.	
Pay online with a credit card or eCheck.	
Paper Filing	
Download from https://scc.virginia.gov/pages/Foreign-Limited-Liability-Companies complete, print, and mail or deliver to below address:	
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
Include a check payable to State Corporation Commission. DO NOT SEND CASH.	

Specific Instructions

I Current Name and Jurisdiction of Formation

State the foreign protected series' name exactly as it currently appears in its foreign protected series statement of designation. If the foreign protected series adopted a designated name for use in Virginia because its real name was not available, state the foreign protected series' designated name.

II Amendments

If the foreign protected series has changed its name, it must adopt a designated name required for use in Virginia if:

- The foreign protected series' name does not contain the abbreviations P.S., PS or the phrase "protected series"
- The name of the foreign protected series is unavailable in Virginia

To check name availability, visit <https://cis.scc.virginia.gov>, or contact the Clerk's Office.

The foreign protected series should indicate if it is abandoning a designated name that it previously adopted for use in Virginia because its real name is now distinguishable on the Commission's records.

Signature

One of the following officials with the right and power to manage the company's business and affairs must sign the application:

- a manager
- a person delegated the right and power to manage the foreign series LLC's business and affairs
- a member, if there is no manager or other such person selected
- a person authorized to sign post-formation documents on behalf of the foreign series LLC

Include the date, printed name, and position title next to the signature. If a manager or member of the foreign series LLC is signing on behalf of a business entity, then include the following: the business entity's name, the capacity in which the business entity is signing on behalf of the foreign series LLC, the individual's printed name, and the individual's business entity-related title. Providing an entity phone number or email address allows for quicker communication if there is an issue with the filing.

Note

To change the registered agent and/or registered office address, or to change the principal office address, visit <https://cis.scc.virginia.gov>.

Important Information

Complete this application using the following guidelines:

- complete in the English language
- type or print legibly in black
- use solid white paper with no visible watermarks or background logos

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.



Amended Application for Registration as a Foreign Protected Series

Pursuant to § 13.1-1055 of the Code of Virginia, the undersigned, on behalf of the foreign limited liability company named below, states as follows:

I A. The foreign protected series' name on record with the Commission (prior to filing this application):

B. The foreign protected series' designated name (if required):

C. The jurisdiction of formation of the foreign protected series:

II This application is submitted for the purpose of amending the Commission's records as follows:

A. The name of the foreign protected series has been changed to:

B. The foreign protected series desires to: **(Mark appropriate box, if applicable.)**

Adopt the following designated name for use in Virginia:

Change its designated name for use in Virginia to:

Abandon the use of its designated name in Virginia.

C. The jurisdiction of formation has been changed to:

D. Other statements or facts in the application for registration should be amended or corrected as follows:

Signature

The official signing this document has been delegated the right and power to manage the company's business affairs and affirms the above statements are true.

Signature

Date

Tel. # (optional)

Printed Name

Title

Email Address (optional)

Protected Series SCC Entity ID #

Business Tel. # (optional)

Business Email Address (optional)

Required Fee: \$25.00