# Secretary of State Business Programs Division



Business Entities 1500 11th Street, Sacramento, CA 95814

P.O. Box 944260, Sacramento, CA 94244-2600

Submission Cover Sheet

For faster service, file online at [bizfileOnline.sos.ca.gov](https://bizfileonline.sos.ca.gov/).

# Instructions:

* Complete and include this form with your paper submission. **This information only will be used to communicate in writing about the submission, if needed.** This form will be treated as correspondence and will not be made part of the filed document.
* Make all **checks or money orders** payable to the Secretary of State.
* In person submissions (excluding Statements of Information): $15 handling fee; do not include a $15 handling fee when submitting documents by mail.
* Standard processing time for submissions to this office is approximately 5 business days from receipt. All submissions are reviewed in the date order of receipt with online submissions given priority. For updated processing time information, visit [www.sos.ca.gov/business/be/processing-dates](https://www.sos.ca.gov/business-programs/business-entities/processing-dates).

# Optional Copy and Certification Fees:

* If applicable, include optional certification fees with your submission.
* For applicable certification fee information, refer to the instructions of the specific form you are submitting.

**Contact Person:** (Please type or print legibly)

First Name: Last Name: Phone (optional):

# Entity Information: (Please type or print legibly)

Name: Entity Number (if applicable): Address:

Comments

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| **Secretary of State** | **LLC-2** | *Above Space For Office Use Only* |
| **Amendment to Articles of**  **Organization of a**  **Limited Liability Company (LLC)** | |
| **Filing Fee – $30.00**  **Certification Fee (Optional) –** $5.00  **Note**: You must file a Statement of Information (Form LLC-12), to change the business address(es) of the LLC or to change the name or address of the LLC's manager(s) and/or agent for service of process, which can be filed online at [bizfileOnline.sos.ca.gov.](https://bizfileonline.sos.ca.gov/) | |

1. **LLC Exact Name (**Enter the exact name on file with the California Secretary of State.)
2. **LLC 12-Digit Entity (File) Number** (Enter the exact 12-digit Entity (File) Number issued by the California Secretary of State.)

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1. **New LLC Name (If Amending)** (List the proposed LLC name exactly as it is to appear on the records of the California Secretary of State.

The name must contain an LLC identifier such as LLC or L.L.C. “LLC” will be added, if not included.)

1. **Management (If Amending)** (Select **only** one box)

The LLC will be managed by:

One Manager

More than One Manager

All LLC Member(s)

1. **Purpose Statement** (Do not alter Purpose Statement.)

The purpose of the limited liability company is to engage in any lawful act or activity for which a limited liability company may be organized under the California Revised Uniform Limited Liability Company Act.

1. **Additional Amendment(s)** set forth on attached pages, if any, are incorporated herein by reference and made part of this Form LLC-2. (All attachments should be 8½ x 11, one-sided, legible and clearly marked as an attachment to this form LLC-2.)

**Signature**

By signing, I affirm under penalty of perjury that the information herein is true and correct and that I am authorized by California law to sign.

Sign here Print your name here