**Guide for Articles of Amendment of a Virginia Limited Liability Company**

You *must* prepare your articles as a separate document, using this form as a guide only, inserting appropriate

information and omitting all inapplicable text (like the header, seal of the Commission, and the italicized portions).

**NOTE:** A marked-up version of this guide **will not** be accepted.

ARTICLES OF AMENDMENT OF

*(limited liability company’s name as currently on record with the SCC)*

Pursuant to Title 13.1, Chapter 12, Article 2 of the Code of Virginia, the undersigned, on behalf of the limited liability company set forth below, states as follows:

**Article I** The limited liability company’s name: *(name currently on record with the SCC)*

**Article II** *(State the text of each amendment adopted.)*

**Article III** The foregoing amendment(s) was (were) adopted by the limited liability company on *(date)* . *(If all of the amendments were not adopted on the same date, list the date of each amendment's adoption.)*

**Article IV** *(State how the amendment(s) was (were) adopted on behalf of the limited liability company; choose the applicable option listed below and use only that text.)*

The amendment(s) to the articles of organization was (were) approved:

*Option A*: By a vote of the members in accordance with the provisions of the Virginia Limited Liability Company Act.

*(See Instructions for requisite vote.)*

*Option B*: By a majority of the persons named as a manager in the articles of organization. Member action was not required because the limited liability company was formed without any members and no members have been admitted.

*Option C:* By a majority of the organizers of the limited liability company. Neither manager nor member action was required because the limited liability company was formed without any managers or members, and no members have been admitted.

**Signature**

(If applicable, include) *The person signing this document has been delegated the right and power to manage the company’s business and affairs and affirms the above statements are true.*

|  |  |  |
| --- | --- | --- |
| *(signature)* | *(date)* | *(tel. # (optional))* |
| *(printed name)* | *(title)* | *(email address (optional))* |
| *(LLC’s SCC ID #)* | *(business tel. # (optional))* | *(business email address (optional))* |