



**Nancy Landry  
Secretary of State**



## RESERVATION TRANSFER

**R.S. 12:1-402(B)**

**Enclose \$25 filing fee Make  
remittance payable to  
Secretary of State  
*Do Not Send Cash***

**Return to:               Commercial Division  
P.O. Box 94125  
Baton Rouge, LA 70804-9125  
(225) 925-4704  
www.sos.la.gov**

- |              |                          |                                |                          |              |                |
|--------------|--------------------------|--------------------------------|--------------------------|--------------|----------------|
| Transfer of: | <input type="checkbox"/> | Corporation Name               | <input type="checkbox"/> | Trade Name   |                |
|              | <input type="checkbox"/> | Limited Liability Company Name | <input type="checkbox"/> | Trade Mark   | (Class: _____) |
|              | <input type="checkbox"/> | Partnership Name               | <input type="checkbox"/> | Service Mark | (Class: _____) |

I, \_\_\_\_\_, hereby authorize the transfer of reservation of  
(Transferor/original owner)

\_\_\_\_\_  
(reserved name/trade mark/service mark)

to: \_\_\_\_\_  
(Transferee's Name)

\_\_\_\_\_  
(Transferee's Address)

\_\_\_\_\_  
(City, State, & Zip Code)

for the remainder of the reservation period.

\_\_\_\_\_  
 Transferor's Signature

\_\_\_\_\_  
 Date

## INSTRUCTIONS

1. Reservations that are filed for corporations, limited liability companies, partnerships, trade names, trade marks, and service marks can be transferred from one owner to another owner by filing the Reservation Transfer.
2. Once the Reservation Transfer is filed, the transferee (new owner) takes possession of the reservation for the remainder of the reservation period.
3. When the reservation period expires, a new reservation may be filed by filing an Application for Reservation along with the requisite \$25 filing fee with the secretary of state.
4. Filing a reservation or the transferring of an existing reservation does not formally adopt the name.