

STATE OF LOUISIANA
SECRETARY OF STATE

R. Kyle Ardoin
SECRETARY OF STATE



Commercial Division
(225) 925-4704

Fax Numbers
(225) 932-5314 Corporations
(225) 932-5317 Legal Services
(225) 932-5318 UCC

**TRANSMITTAL INFORMATION
For All Business Filings**

Please indicate below the level of service requested, payment and contact information

Routine

Expedite \$30
24 hour processing

Priority Expedite \$50
2-4 hour processing

Check or Money Order Enclosed

*Do not put credit card information on this form. You may save payment information in your geauxBIZ profile under master account.

Business Name (List **exactly** as it appears in documents)

Name of person filing document (evidence of filing will be mailed to this person, at address below)

Address

City

State

Zip Code

Daytime phone number

Fax number

Email address

NOTE: Louisiana Law requires all Louisiana notaries to print or type their name and notary or bar roll number on the document.

Mailing Address: P. O. Box 94125, Baton Rouge, LA * 70804-9125
Office Location: 8585 Archives Ave., Baton Rouge, LA * 70809
Web Site Address: www.sos.la.gov

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NOTICE OF CHANGE OF MEMBERS AND/OR MANAGERS OF A LIMITED LIABILITY COMPANY

Enclose \$25 filing fee
Domestic Limited Liability Company
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

Limited Liability Company Name: _____

REMOVAL OF MEMBERS AND/OR MANAGERS

Notice is hereby given that the above named limited liability company authorized the removal of the following:
Only the titles indicated will be removed.

Name and Title

Name and Title

Name and Title

Name and Title

Name and Title

Name and Title

To be signed by a member or manager

Date

ADDITION OF MEMBERS AND/OR MANAGERS

Notice is hereby given that the above named limited liability company has authorized the addition of the following:
Only the titles indicated will be added.

Name and Title

Municipal Address

Name and Title

Municipal Address

Name and Title

Municipal Address

Name and Title

Municipal Address

To be signed by a member or manager

Date

INSTRUCTIONS

1. This form is to be used when an existing domestic limited liability company changes the Member(s) and/or Manager(s).
2. The Change of Member(s) and/or Manager(s) must be signed by a manager, if management of the limited liability company is vested in one or more managers, or by at least one member, if management of the limited liability company is reserved to the members.