

Please send a copy of the original formation document when submitting an amendment.

Thank you.



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NEW YORK Corporation Amendment FAX ORDER FORM

1. **Account's Name:** _____
(This is the Contact Person/Firm being Invoiced & where the documents/replacement parts will be sent to)

Street Address: _____
(No P.O. Box)

City: _____ State _____ Zip _____ County _____

Phone: _____ Fax: _____

2. **Current Corporation Name:** _____

If corporation name was amended, the name under which it was originally formed:

3. **Original Filing Date:** _____

4. **Amend Corporation to read as follows:**

Corporation Name _____

Process Address _____

County: _____

President's/ Registered Agent's Name _____

(If changing President's/Registered Agent's name **ONLY**, must also include process address of business.)

Process address: _____

Purpose Clause: _____

(We will need a copy of the original purpose clause, so we can amend and/or add to the original purpose clause that NYS Department currently has on file.)

5. Person(s) Authorized to execute document) (Minimum 1)

President Name: _____

Secretary Name: _____

Please check boxes that apply.

\$150.00 - Standard service takes 3-4 weeks

\$175.00 - Expedited Service takes 3-5 days

\$ 25.00 - Certified Copy of Amendment (Takes 4 weeks after filing is complete to receive the cert. copy)

\$ 25.00 - New Corporate Seal & Stock Certificates (For Corporate Name Change)

Payment: Master Card Visa Amex Discover Credit Card On File

Name on Card: _____

Credit Card # _____ Exp. Date: _____

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