New York State
Department of State
Division of Corporations, State Records and Uniform Commercial Code
One Commerce Plaza, 99 Washington Avenue
Albany, NY 12231
www.dos.ny.gov

CERTIFICATE OF AMENDMENT OF THE CERTIFICATE OF INCORPORATION OF

_____

(*Insert Name of Domestic Corporation*)

Under Section 803 of the Not-for-Profit Corporation Law

FIRST: The name of the corporation is:

_____

If the name of the corporation has been changed, the name under which it was formed is:

_____

SECOND: The certificate of incorporation was filed by the Department of State on:

_____

THIRD: The law the corporation was formed under is:_____

FOURTH: The corporation is a corporation as defined in Section 102(a)(5) of the Not-for-Profit Corporation Law.

FIFTH: The corporation is a Type_____ corporation. If the corporate purposes are being enlarged, limited or otherwise changed, the corporation shall be a Type_____ corporation.

SIXTH: The amendment effected by this certificate of amendment is as follows:

(Set forth each amendment in a separate paragraph providing the subject matter and full text of each amended paragraph. **For example**, an amendment changing the name of the corporation would read as follows: "Paragraph *First* of the Certificate of Incorporation relating to *the corporate name* is hereby *amended* to read in its entirety as follows:
First: The name of the corporation is ... (new name) ...")

Paragraph_____of the Certificate of Incorporation relating to

_____

is hereby [*check the appropriate box*] ☐ added to read in its entirety as follows or ☐ amended to read in its entirety as follows:

_____

Paragraph _____ of the Certificate of Incorporation relating to

_____

is hereby [*check the appropriate box*] ☐ added to read in its entirety as follows or ☐ amended to read in its entirety as follows:

_____

(Remove this page if not needed)

SEVENTH: The Secretary of State is designated as agent of the corporation upon whom process against it may be served. The address to which the Secretary of State shall forward copies of process accepted on behalf of the corporation is:

_____

EIGHTH: The certificate of amendment was authorized by: (*Check the appropriate box*)

- ☐ The amendment was authorized by a vote of a majority of the members at a meeting.
- ☐ The amendment was authorized by the unanimous written consent of the members entitled to vote thereon.
- ☐ The amendment was authorized by a vote of a majority of the entire board of directors. The corporation has no members.

_____ (*Signature*)

_____ (*Signer's Title*)

_____ (*Print or Type Signer's Name*)

CERTIFICATE OF AMENDMENT
OF THE
CERTIFICATE OF INCORPORATION
OF

_____

(*Insert Name of Domestic Corporation*)

Under Section 803 of the Not-for-Profit Corporation Law

Filer's Name _____

Address _____

City, State and Zip Code _____

NOTE: **The certificate must be submitted with a $30 filing fee.** This form was prepared by the New York State Department of State. It does not contain all optional provisions under the law. You are not required to use this form. You may draft your own form or use forms available at legal stationery stores. The Department of State recommends that all documents be prepared under the guidance of an attorney. **Please be sure to review Section 804 and Section 404 of the Not-for-Profit Corporation Law to determine if any consents or approvals are required to be attached to this certificate of amendment.**

_____

For Office Use Only