



**Division of Corporations,
State Records and
Uniform Commercial Code**

New York State
Department of State
**DIVISION OF CORPORATIONS,
STATE RECORDS AND
UNIFORM COMMERCIAL CODE**
One Commerce Plaza
99 Washington Ave.
Albany, NY 12231-0001
www.dos.ny.gov

**CERTIFICATE OF CHANGE
OF**

(Name of Domestic Corporation)

Under Section 805-A of the Business Corporation Law
(for use by agent)

FIRST: The name of the corporation is: _____

_____.

Said corporation is hereinafter referred to as the “Domestic Corporation.”

If the name of the Domestic Corporation has been changed, the name under which the corporation was formed is: _____.

SECOND: The date on which the certificate of incorporation was filed by the Department of State is: _____.

THIRD: The only change effected hereby is the post office address to which the Secretary of State shall mail a copy of any process against the Domestic Corporation served upon the Secretary of State is changed to:

_____.

FOURTH: The undersigned person, partnership, or corporation (hereinafter referred to as the “Agent”) is the agent of the Domestic Corporation to whose address the Secretary of State is required to mail copies of process against the Domestic Corporation served upon the Secretary of State. The post office address previously designated by the Domestic Corporation for that purpose was the address of the undersigned Agent, and the address specified in paragraph Third above is the

new address of the undersigned Agent. The undersigned Agent mailed a notice of the proposed change of address to the Domestic Corporation not less than thirty days prior to the date of delivery of this Certificate to the Department of State. The Domestic Corporation has not objected to the change of address effected hereby. The undersigned Agent is authorized by Business Corporation Law section 805-A(b) to sign and deliver this Certificate.

X

(Signature)

(Type or Print Name of "Agent")

If the "Agent" is not a natural person, type or print the name and title of person signing this Certificate on behalf of the "Agent"

CERTIFICATE OF CHANGE

OF

(Name of Domestic Corporation)

Under Section 805-A of the Business Corporation Law

Filer's Name and Mailing Address:

Name

Company, if Applicable

Mailing Address

City, State and Zip Code

NOTES:

1. The name of the corporation and its date of incorporation provided on this certificate must exactly match the records of the Department of State. This information should be verified on the Department of State's website at www.dos.ny.gov.
2. This sample form is provided by the New York State Department of State for filing a certificate of change to change the address of the agent for service of process of a domestic corporation.
3. This form is designed to satisfy the minimum filing requirements pursuant to the Business Corporation Law. The Division will accept any other form which complies with the applicable statutory provisions.
4. The Division recommends that this legal document be prepared under the guidance of an attorney. The Division does not provide legal, accounting or tax advice.
5. This certificate must be submitted with a \$5 filing fee made payable to the "Department of State."

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