



**STATEMENT OF CHANGE OF REGISTERED OFFICE  
OR REGISTERED AGENT, OR BOTH**  
(See reverse for instructions)

File #: \_\_\_\_\_

The undersigned entity submits the following statement for the purpose of changing its registered office or its registered agent, or both, in the State of Idaho.

1. The name of the entity is:

\_\_\_\_\_

2. The street address of its present registered office is:

\_\_\_\_\_

3. The new street address in Idaho (not a P.O. box or PMB) to which its registered office is to be changed is:

\_\_\_\_\_

4. The name of its old registered agent is: \_\_\_\_\_

5. The name of its new registered agent is: \_\_\_\_\_

Dated: \_\_\_\_\_

Signed: \_\_\_\_\_

Printed: \_\_\_\_\_

Capacity: \_\_\_\_\_

I consent to serve as registered agent for the above-named entity.

\_\_\_\_\_  
(Signature of new registered agent)

FILE ONE COPY

NO FEE REQUIRED

## INSTRUCTIONS

- ◆ This form may be used to change the registered agent and/or registered office of a Corporation, Limited Liability Company, Limited Partnership or Limited Liability Partnership (Idaho Code section 30-409).
- ◆ This form is not used to make a business entity mailing address change. To change the business mailing address, use either the Secretary of State's office preprinted form, or a letter or memo, preferably on company stationary, showing the old address, the new address and a signature of a corporate officer, LLC member or manager or general partner.
- ◆ If appointing a new registered agent, the newly appointed registered agent must sign the change of registered agent accepting such position.
- ◆ Only an Idaho resident, with a physical address in Idaho, or any entity currently filed with the Idaho Secretary of State, with a physical address in Idaho, can be appointed as a registered agent.
- ◆ A registered agent may sign and file a statement of change only to the address of the registered office without a signature from any officer, manager, partner, etc.

Mail or deliver to:

Secretary of State  
450 N 4<sup>th</sup> Street  
PO Box 83720  
Boise ID 83720-0080