



# APPLICATION FOR REGISTRATION OF FOREIGN LIMITED LIABILITY COMPANY

(Instructions on back of application)

1. The name of the limited liability company is:

\_\_\_\_\_

2. If the name of the limited liability company is not permissible or is not available in Idaho, the name the foreign limited liability company will use in Idaho is:

\_\_\_\_\_

3. The jurisdiction under whose laws the limited liability company is organized is: \_\_\_\_\_  
and the date of its formation was: \_\_\_\_\_

4. The name and address of the registered agent in Idaho is:

\_\_\_\_\_

5. The address of the limited liability company's office in the jurisdiction under whose laws it is organized is:

\_\_\_\_\_

6. The address of the limited liability company's principal office, if other than the address in #5 above, is:

\_\_\_\_\_

7. The address to which correspondence should be addressed is:

\_\_\_\_\_

\_\_\_\_\_

8. Signature of a manager, if any, or a member if there are no managers.

Signature \_\_\_\_\_

Typed Name \_\_\_\_\_

Manager  Member

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Secretary of State use only

## INSTRUCTIONS

Optional: If the document is incorrect where can you be reached for corrections? \_\_\_\_\_

Note: Complete and submit the application in duplicate. This application must be accompanied by a certificate of existence (or goodstanding), dated within 90 days from the date of filing with the Idaho Secretary of State's Office. **A certified copy of the organizational documents will NOT be accepted.**

1. Lines 1 & 2 - Enter the name of the limited liability company exactly as it reads from the certificate of existence from the domestic state. Complete item 2 only if: (1) the LLC must adopt a fictitious name to avoid a conflict with an existing name on the records of the Secretary of State, or (2) the LLC's true name does not include one of the words or organization required by section 53-602. Complete item 2 only if the LLC must adopt an assumed name to avoid a conflict with an existing name on the records of the Secretary of State.
2. Line 3 - Enter the domestic state and its date of organization. You must include the day, month and year. This date must match the date on the certificate of existence, if one is given.
3. Line 4 - Enter the name and street address of the registered agent for the LLC. A registered agent is the person designated to receive service of process upon litigation. This person must be located in Idaho at a street address.
4. Line 5 - Enter the limited liability company's office in the jurisdiction under whose laws it is organized.
5. Line 6 - Enter the address of the limited liability company's principal office.
6. Line 7 - Enter the address you would like future reports mailed to, if different from the address listed in #6.
7. The application for registration of foreign limited liability company must be signed by a manager, if the company is vested in managers, or by a member, if the company is vested in members. Please identify the name of the signer by typing his/her name below the signature.
8. Enclose the appropriate fee:
  - a. If the application is typed and there are no attachments, the fee is \$100.00.
  - b. If the application is not typed or if it has attached pages, the fee is \$120.00.
  - c. If expedited service is requested, add \$20.00 to the filing fee.
  - d. If the fees are to be paid from the filing party's pre-paid customer account, conspicuously indicate the customer account number in the cover letter or transmittal document.

Pursuant to Idaho Code § 67-910(6), the Secretary of State's Office may delete a business entity filing from our database if payment for the filing is not completed.

9. Mail or deliver to:

Office of the Secretary of State  
700 West Jefferson  
PO Box 83720  
Boise ID 83720-0080

10. If you have questions or need help, call the Secretary of State's office at (208) 334-2301.