



# APPLICATION FOR CERTIFICATE OF AUTHORITY FOR 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 formed is: \_\_\_\_\_

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

\_\_\_\_\_

5. The street and mailing address of the limited liability company's principal office is:

\_\_\_\_\_  
*Street Address*

\_\_\_\_\_  
*Mailing Address, if different*

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

\_\_\_\_\_  
*Street Address*

\_\_\_\_\_  
*Mailing Address, if different*

7. The name and mailing address of at least one member or manager:

\_\_\_\_\_

8. The mailing address for future correspondence:

\_\_\_\_\_

9. Signature of an authorized person:

\_\_\_\_\_  
*Authorized Signature*

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

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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.**

Line 1. Enter the name of the limited liability company exactly as it reads from the certificate of existence from the domestic state.

Line 2. Complete line 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 Idaho Code § 30-6-108.

Line 3. Enter the domestic state of organization.

Line 4. Enter the name and complete 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.

Line 5. Enter the complete street and mailing addresses of the limited liability company's principal office.

Line 6. Enter the complete street and mailing addresses of the limited liability company's office in the jurisdiction under whose laws it is organized.

Line 7. Enter the name and mailing address of at least one member or manager.

Line 8. Enter the address that future correspondence should be mailed to (i.e. annual report reminder).

Line 9. The application for registration of foreign limited liability company must be signed by an authorized person. Please identify the name of the signer by typing his/her name below the signature.

Enclose the appropriate fee:

The filing fee is \$100.00.

If expedited service is requested, add \$20.00 to the filing fee.

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.

Mail or deliver to:

Office of the Secretary of State

450 N. 4th Street

PO Box 83720

Boise ID 83720-0080

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