

BA
68-01

KANSAS SECRETARY OF STATE
Business Agent Registration

Instructions

Kansas Office of the Secretary of State:

Memorial Hall, 1st Floor (785) 296-4564
120 S.W. 10th Avenue kssos@sos.ks.gov
Topeka, KS 66612-1594 www.sos.ks.gov

The following form **must be complete** and accompanied by **the correct filing fee** or the document will **not** be accepted for filing.

Save time and money by filing your forms online at **www.sos.ks.gov**. There, you can also stay up-to-date on your organization's status, annual report due date, and contact addresses.

<input type="checkbox"/> Filing fee	The filing fee for this registration is \$20 .
<input type="checkbox"/> Payment	Please enclose a check or money order payable to the Secretary of State. Forms received without the appropriate fee will not be accepted for filing. Please do not send cash. NOTICE: There is a \$25 service fee for all checks returned by your financial institution. Also, to expedite processing, please do not use staples on your documents or to attach checks.
<input type="checkbox"/> Citizen	Applicant must be a citizen of the United States.
<input type="checkbox"/> Constitution and bylaws	Any labor organization that has a business agent must file a copy of its constitution and bylaws with the secretary of state before doing business in Kansas. Amendments or changes to the constitution or bylaws must be filed with the secretary of state within 30 days of adoption.

BA
68-01

**KANSAS SECRETARY OF STATE
Business Agent Registration**

Kansas Office of the Secretary of State:

Memorial Hall, 1st Floor (785) 296-4564
120 S.W. 10th Avenue kssos@sos.ks.gov
Topeka, KS 66612-1594 www.sos.ks.gov

THIS SPACE FOR OFFICE USE ONLY.

This form must be complete and accompanied by the correct filing fee or the document will not be accepted for filing.

1. Name of applicant and address of applicant

Name		
Street Address		
City	State	Zip

2. Applicant desires to operate in Kansas as a business agent for

Organization		
Street Address		
City	State	Zip
Daytime Phone Number		

3. I am applying for a registration certificate as a business agent of a labor or employee organization. In support of my application, I make the following statements:

1. I am a citizen of the United States. 2. I have been a resident of Kansas for

4. Registration as a business agent is valid for the calendar year (Jan. - Dec.) in which it is filed, or the business organization's fiscal year. Please indicate below the expiration date of this registration:

a. December 31,

Year

b. Fiscal year end

Month	Year
-------	------

Signature of Applicant

X

Statement of President and Secretary of Organization

To the secretary of state, state of Kansas:

Name of organization

The above-named applicant is duly authorized by

to act as its

business agent as such term is defined in sections of K.S.A. 44-802 and 75-4322, as amended.

Signature of President	President (Printed or typed)
X	
Signature of Secretary	Secretary (Printed or typed)
X	