

**CD**

KANSAS SECRETARY OF STATE  
**Certificate of Domestication to Become  
a Domestic (Kansas) Insurance  
Corporation**

## INSTRUCTIONS FOR FILING CERTIFICATE OF DOMESTICATION

**SUBMIT THE DOCUMENTS  
WITHOUT THIS PAGE**

***Note: All documents filed by the Secretary of State's office are considered public record and may be viewable online.***

### **How to complete the Certificate of Domestication for an insurance corporation:**

The Certificate of Domestication must be submitted with Restated Articles of Incorporation that are compliant with K.S.A. 17-6605. The Certificate of Domestication and the Restated Articles of Incorporation must be approved by the Kansas Department of Insurance.

Each of the numbered instructions below corresponds to a section on the form.

1. Provide the complete legal insurance corporation's name. This name must match identically to the name as stated within the Restated Articles of Incorporation.
2. Provide the insurance corporation's current domestic state prior to the domestication (i.e. Colorado, Missouri, etc.)
3. The principal place of business address must be a physical address in Kansas where the insurance corporation may regularly be reached. This cannot be a PO box.
4. The date must be the month, day, and year that the insurance corporation first registered in the state indicated in section 2. This date must match identically with the date provided in the Restated Articles of Incorporation
5. Provide the name of the resident agent.

Resident agent: This must be either an individual, a business registered in Kansas, or the business itself who will receive any legal documents (i.e. subpoenas, court orders, summons, etc.) for the business named in section 1. If the resident agent is a business, search for the legal name of the business at <https://www.sos.ks.gov/eforms/BusinessEntity/Search.aspx>.

6. Provide the registered office for the resident agent:

Registered office: Must be an address in Kansas where the resident agent may be regularly present. The address must include the building number, street, city, state, and zip code. This cannot be a PO box.

7. Prior to submission, the Certificate must be signed by an authorized person on behalf of the insurance corporation resulting from the domestication.

### **Fee Schedule**

#### **Certificate of Domestication**

The filing fee for the Certificate of Domestication is as follows:

Insurance Corporation paper filing:  
Restated Articles of Incorporation + CD = \$110

#### **Filing Online**

Online filing is not currently available.

#### **Mail to:**

Kansas Secretary of State  
Docking State Office Building  
915 SW Harrison Street  
Topeka KS 66612

Submit both the Certificate of Domestication and the Restated Articles of Incorporation together with the filing fees. Both checks and credit/debit cards are accepted for payment. Make checks payable to the Kansas Secretary of State.

Once processing the Certificate of Domestication is completed, a certified copy of the Certificate of Domestication will be mailed to the address of the sender.

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**COVER PAGE  
CERTIFICATE OF  
DOMESTICATION**

*Note: The credit/debit card information will be destroyed upon the filing of the document.*

**Contact Information**

**Contact Person**

**Direct Phone Number for Contact Person**

**Payment Information**

**Name on Card**

**Credit/Debit Card Number**

**Expiration Date**

**CVV** (3 or 4 digit security code on back of card)

**Billing Zip Code**

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Docking State Office Building  
915 SW Harrison Street  
Topeka, KS 66612

(785) 296-4564  
kssos@ks.gov  
<https://sos.ks.gov>

**1. Name of insurance  
corporation:**

**2. Domestic state of  
incorporation before  
domestication:**

**3. Principal place of  
business in Kansas:**

Must be a street, rural route,  
or highway. A PO box is  
unacceptable.

Street Address

City

State

**KS**

Zip

**4. Date of original  
incorporation:**

Month

Day

Year

**5. Name of resident agent:**

Must be an individual, the  
business named in section 1, or  
a business already registered  
with the Kansas Secretary of  
State. **Do not leave blank.**

**If naming a business registered with the Kansas Secretary of State as the resident  
agent, that business must match identically to the name on file.**

**6. Registered office in  
Kansas for the resident  
agent:**

Must be a street, rural route  
or highway. **A PO box is  
unacceptable.**

Street Address (A PO box is unacceptable)

City

State

**KS**

Zip

**The insurance corporation is domesticating to the state of Kansas. Included with this certificate are restated  
articles of incorporation. The domestication was approved by the Kansas Department of Insurance.**

**7. I declare under penalty of perjury pursuant to the laws of the state of Kansas that the foregoing is true and  
correct.**

Signature of Authorized Person for the Domesticating Insurance Corporation

X