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KANSAS SECRETARY OF STATE
**Electric Cooperative
Annual Report**

GENERAL FILING INSTRUCTIONS

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 annual report 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 the annual report is \$40. If you are filing this annual report as part of a reinstatement due to forfeiture, you may owe a different fee (fees are listed with the reinstatement form). For more information, please call (785) 296-4564.
<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"/> Due date	Annual reports are due on the 15th day of the fourth month following the tax closing month. EXAMPLE: If the tax closing month is December, the due date is April 15 of the following year. The annual report may be filed as early as January 1.
<input type="checkbox"/> Forfeiture date	If the annual report is not filed and the appropriate fee is not paid within 90 days following the due date, the business will be forfeited in Kansas. If the forfeited business wishes to return to active and good standing status, a reinstatement process is required and penalties will be assessed. EXAMPLE: If the tax closing month is December, the due date is April 15, and the forfeiture date is July 15. A business must file the annual report and pay the annual report fee on or before the forfeiture date to avoid forfeiture.
<input type="checkbox"/> Amending annual reports	If you wish to correct information that was erroneously provided on a previously filed annual report, file a completed Corrected Document form COR with a complete and correct new Annual Report form EC and submit with a \$40 filing fee.
<input type="checkbox"/> Additional information	If additional space is needed, please provide an attachment.

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Annual Report

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

THIS SPACE FOR OFFICE USE ONLY.

1. Business entity ID number

This is NOT the Federal Employer ID Number (FEIN).

2. Electric cooperative name

Must match name on record with Kansas Secretary of State.
(17-4634(a)(1))

3. Principal office address

Must be a street or highway.
A P.O. box is unacceptable.
(17-4634(a)(2))

Street Address

City

State

Zip

Country

4. Tax closing date

Month

Year

5a. Name, title, and address of each officer of electric cooperative

If additional space is needed, please provide attachment.
Do not leave blank.
(17-4634(a)(3))

Name

Title

President

Address

City

State

Zip

Country

Name

Title

Secretary

Address

City

State

Zip

Country

Name

Title

Treasurer

Address

City

State

Zip

Country

5b. Name and address of each director of electric cooperative

If additional space is needed, please provide attachment.

(17-4634(a)(3))

(Leave this question blank if the directors and officers are the same.)

Name		Address		
City		State	Zip	Country
Name		Address		
City		State	Zip	Country
Name		Address		
City		State	Zip	Country

6. Federal Employer ID Number (FEIN)

(Not required)

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7. Number of members

(17-4634(a)(4))

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8. I declare under penalty of perjury pursuant to the laws of the state of Kansas that the foregoing is true and correct. (17-7909)

Signature of President, Vice President or Secretary (17-4634(b))

X

Name of Signer (printed or typed)	Title/Position (17-4634(b))	Phone Number