LCD

KANSAS SECRETARY OF STATE
Certificate of Designation
Domestic (Kansas) Series

INSTRUCTIONS FOR FILING CERTIFICATE OF DESIGNATION

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 Designation for a domestic (Kansas) series:

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

1. Provide the complete legal business name of the limited liability company (LLC) for the series, including words of formation (e.g., LLC, L.L.C., LC, etc.)

2. List the LLCs ID number issued by the Kansas Secretary of State (this is not a tax ID number). ID numbers may be found at https://www.sos.ks.gov/eforms/BusinessEntity/Search.aspx.

3. Provide the name of the series. This name must contain the complete and uninterrupted name of the LLC in section 1.

   Check to see if the series name is in use by any other business already registered online at https://www.sos.ks.gov/eforms/BusinessEntity/NameAvailability.aspx.

   If the name is currently in use, a Consent to Use of Similar Business Name must be submitted with the formation document.

   Consent to Use of Similar Business Name: Pursuant to K.S.A. 17-7918, the business may submit a Consent to Use of Similar Business name (Form CN), completed by the business registered with the Secretary of State's office, found at https://www.sos.ks.gov/forms/business_services/CN.pdf.

4. Other matters that the members/managers wish to include may be provided. If no other matters are to be included, leave this section blank.

5. An authorized person on behalf of the business must sign.

Please continue to next page.

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Fee Schedule

Certificate of Designation

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

Paper Certificate of Designation:..... $35

Mail to:

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

Checks and credit/debit cards are accepted for payment. Make checks payable to the Kansas Secretary of State. Once processing the Certificate of Designation are completed, a certified copy of the Certificate of Designation will be mailed to the address of the sender.

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Kansas Attorney General Notice

Effective July 1, 2025, it is required for businesses or individuals owning or acquiring any interest in real property located within 100 miles of the boundary of any military installation located in Kansas, Nebraska, Colorado, Oklahoma, Iowa, and Texas to register said interest with the Kansas Attorney General's Office.

The following are subject to this requirement:

The government, any political party or subdivision, any corporate entity, any agent, or any citizen of the following:

- People's Republic of China (including the Hong Kong special administrative region)
- Republic of Cuba
- Islamic Republic of Iran
- Democratic People's Republic of Korea
- Russian Federation
- Bolivarian Republic of Venezuela
- Any organization that is designated as a foreign terrorist organization

This includes any individual having a controlling interest in any company formed for the purpose of holding interest in real property on behalf of any of the foregoing.

Any of the above businesses or individuals owning an interest in real property described above must submit the Foreign Principal Real Property Interest Registration Form found on the Attorney General's website at https://www.ag.ks.gov to the Kansas Attorney General on or before 90 days of either registering with the Kansas Secretary of State or upon acquisition of the real property.

Contact for Questions:

Kansas Attorney General
Public Protection Division
(785) 296-3751
cprotect@ag.ks.gov

Please proceed to form.

CREDIT/DEBIT CARD COVER PAGE

ONLY INCLUDE **ONE** CREDIT/DEBIT CARD COVER PAGE
WHEN SUBMITTING MULTIPLE DOCUMENTS.

THE CREDIT/DEBIT CARD CAN BE CHARGED FOR ALL FEES DUE.

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 (MM/YY)

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

Billing Zip Code

LCD

KANSAS SECRETARY OF STATE

Certificate of Designation Domestic (Kansas) Series

Print Reset

Please complete the form, print, sign and mail to the Kansas Secretary of State with the filing fee. Selecting 'Print' will print the form and 'Reset' will clear the entire form.

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

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

1. Name of limited liability company:
Must match name on record with the Secretary of State.

(Do not include DBA, fictitious, assumed, or trade names)

2. Business ID/file number:
Kansas Secretary of State file number.

3. Name of series:
The name of the series must contain the complete and uninterrupted name of the LLC in section 1.

(Do not include DBA, fictitious, assumed, or trade names)

4. Any other matter that the members of such series determine to include:
If additional space is needed, please provide an attachment.

5. 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

X

K.S.A. 17-76,143
Rev. 1/23/26 tc

Please review to ensure completion.