

KANSAS SECRETARY OF STATE Certificate of Reinstatement Limited Liability Company, Limited Liability Partnership, or Limited Partnership

INSTRUCTIONS FOR FILING CERTIFICATE OF REINSTATEMENT

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.

The certificate of reinstatement must be submitted with all past due information reports along with all fees for each document. Documents cannot be submitted separately and must be paid at the time of filing.

How to complete the certificate of reinstatement for a limited liability company, limited liability partnership, or limited partnership:

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

- List the business's ID number issued by the Kansas Secretary of State (This is not a tax ID number). ID numbers may be found by searching for the name online at https://www.sos.ks.gov/eforms/ BusinessEntity/Search.aspx.
- 2. Provide the complete legal business name, including words of formation (e.g., LLC, LP, etc.)

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

Foreign (non-Kansas) businesses only: If the business is a foreign business and the name is currently in use, the business will need to choose one of three options:

- a. Submit the certificate of reinstatement with a Written Consent to Use of Similar Business Name.
 - Written Consent to Use of Similar Business Name: Pursuant to K.S.A. 17-7918, the business may submit a Written Consent to Use of Similar Business Name (Form CN), completed by the business registered with the Secretary of State's office and found at https://www.sos.ks.gov/forms/business_services/CN.pdf.
- Submit the certificate of reinstatement with a letter of advertising.
 - Letter of advertising: Pursuant to K.S.A. 17-7933, a letter of advertising must indicate that, in all means of identification and advertising, the business entity will identify as a business out of their foreign (non-Kansas) state. If the current business is domesticated in the same foreign state, a letter of advertising can't be used and a letter of consent from the current business must be provided.
- Provide the current name, indicate that the business's name has changed, and provide the new name of the business.

Example: "ABC, Inc. changing the name to DEF, Inc."

Domestic (Kansas) businesses only: If the business is a domestic business and the name is currently in use, the business will need to choose one of two options:

- a. Submit the certificate of reinstatement with a Written Consent to Use of Similar Business Name.
- Written Consent to Use of Similar Business Name: Pursuant to K.S.A. 17-7918, the business may submit a Written Consent to Use of Similar Business Name (Form CN), completed by the business registered with the Secretary of State's office and found at https://www.sos.ks.gov/forms/business_services/CN.pdf.
- b. Provide the current business name, indicate that the business's name has changed, and provide the new name of the business.

Example: "ABC, Inc. changing the name to DEF, Inc."

- 3. Provide the name of the resident agent.
 - Resident agent: This is either an individual or a business registered in Kansas (may be the business the certificate of reinstatement is for) who will receive any legal documents (e.g., subpoenas, court orders, summons, etc.) for the business named in section 2. 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.
- 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 can't be a PO box.
- 5. An authorized person on behalf of the business must sign.



KANSAS SECRETARY OF STATE
Certificate of Reinstatement
Limited Liability Company, Limited Liability
Partnership, or Limited Partnership

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Fee Schedule

Certificate of Reinstatement

The filing fee for the certificate of reinstatement is as follows:

	Filing		Penalty		Report	Total Fees				
	Fee	+	Fee	+	Fee (each)	1 Report	2 Reports	3 Reports	4 Reports	5 Reports (Max)
LLC, LLP, LP:	\$35	+	\$85	+	\$110 x each report =	\$230	\$340	\$450	\$560	\$670

Filing Fee: This is the reinstatement filing fee for the form RL.

Penalty Fee: The penalty fee applies to businesses that have forfeited for failure to file an information report. Businesses who have forfeited for failure to maintain an active resident agent may ignore this penalty fee.

Report Fee: Each information report required to be filed with the form RL also has a filing fee that must be included.

All documents must be submitted together with the required filing fees. The Kansas Secretary of State's Office cannot process documents received without payment.

Each of the information reports that have not been filed within the reporting period that would have been due, limited to the last 10 years of information reports, must be submitted with the reinstatement.

Information Reports

The following reports must be submitted with the certificate of reinstatement.

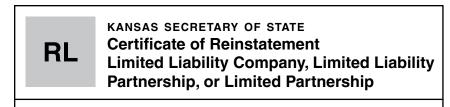
Business Type	Form Name
Limited Liability Company:	.ILC
Limited Liability Partnership:	
Limited Partnership:	.ILP

For more information, go to https://www.sos.ks.gov/businesses/information-reports.html.

Mail to:

Kansas Secretary of State Memorial Hall, 1st Floor 120 SW 10th Avenue 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 reinstatement is completed, a certified copy of the certificate of reinstatement will be mailed to the address of the sender.



COVER PAGE CERTIFICATE OF REINSTATEMENT

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

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

Contact Information	
Contact Person	
Direct Phone Number for Contact Person	
Payment Information	
Credit/Debit Card Number	
Expiration Date (MM/YY)	
Billing Zip Code	
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KANSAS SECRETARY OF STATE Certificate of Reinstatement Limited Liability Company, Limited Liability Partnership, or Limited Partnership



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

Note: The certificate of reinstatement must be submitted with all information reports and fees due from the time of forfeiture. (See instructions for details.)

1.	Business ID/file number:				
	Kansas Secretary of State issued file number.				
 2.	Name of business:				
	Must match name on record with the Kansas Secretary of State at the time of forfeiting.				
3.	Name of resident agent:	<u> </u>			
	Must be an individual, the business named in section 2, or a business already registered with our office. Do not leave blank.				
4.	Registered office in Kansas for the resident agent:	Street Address (A PO box is unacceptable	le)		
	agent.			State	Zip
	Must be a street, rural route, or highway. A. PO box is unacceptable.	City		KS	<u> ک</u> باب
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