

NR

KANSAS SECRETARY OF STATE
**Temporary Reservation of
 Business Entity Name**

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

GENERAL FILING INSTRUCTIONS

Filing fee	The filing fee for this form is \$35 .
Payment	<p>Please submit payment by check, money order, or credit card. Checks and money orders need to be made payable to the Secretary of State. Forms received without the appropriate fee will not be accepted for filing. Please do not send cash.</p> <p>Visa, MasterCard, Discover, and American Express are accepted. To use a credit card, please provide the following information:</p> <p>Credit card number _____</p> <p>Billing zip code _____ Expiration date _____</p> <p>NOTICE: There is a \$25 service fee for all returned checks.</p>
Daytime phone and contact person	_____
Reservation	The name reservation is effective for 120 days. This is not a name registration. It is a method to temporarily reserve an entity name until you are ready to file a formation document for the entity.
Renewal	Name reservations may not be renewed. If a reservation is submitted prior to the expiration of a current name reservation, the new reservation will be rejected.
Transfer right	The original applicant may transfer the right to a reserved name by filing a written notice of such transfer. The notice should include the name and address of the transferee (new applicant).

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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 https://sos.ks.gov

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1. The undersigned reserves the following entity name

Entity name to be reserved

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2. Name of applicant

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3. Address of the applicant

Address			
City	State	Zip Code	Country

Signature of Applicant

X

Month

Day

Year

Name of Signer (Printed or Typed)

Title

Phone Number
