

**F L O R I D A   U N I T E D   B U S I N E S S   S E R V I C E S**  
**A P P L I C A T I O N   F O R**  
**A M E N D I N G   A R T I C L E S   O F   I N C O R P O R A T I O N**  
(Please type or print legibly.)

A corporation can change any part of its articles of incorporation by filing Articles of Amendment.

Instructions for completing the Articles of Amendment:

1. On the first page of the Articles of Amendment, indicate the corporation's name and its document number if you know it. (This number is usually listed on the top right-hand corner of the copy of the corporation's original Articles of Incorporation.
2. In the section entitled "First" list the article you wish to amend and list the amendment itself.
3. If the amendment deals with exchanging or cancellation shares of stock in the corporation, explain the procedure for exchanging or canceling the shares in the section entitled "Second." If your amendment does not deal with exchanging or canceling shares, or if you are authorizing additional shares, you do not need to complete this section.
4. In the section entitled "Third" list the date the amendment was adopted.
5. In the section entitled "Fourth" check one of the boxes to indicate how the amendment was approved by the shareholders.
6. An officer of the corporation must sign and date the form.
7. If the registered agent is being changed, the new agent must sign on a separate sheet accepting the appointment and must state that he or she is familiar with and accepts the obligations of the position.

**Payment Information**

The fee for filing an amendment to Articles of Incorporation is \$70.00. The fee to file an Amendment and issue stock certificates is \$100.00. Please indicate below which service you need.

We will **ONLY** accept a certified check, cashiers check, money order or credit card (Only MasterCard OR VISA accepted).

- \$70.00 Amendment to Articles of Incorporation ONLY
- \$100.00 Amendment to Articles of Incorporation AND Issuance of Stock Certificates (See Application for Stock Certificates)
- \$20 for overnight delivery (optional)

**Credit Card Information – ALL FIELDS ARE REQUIRED**

MasterCard    VISA

Credit Card # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_   Expiration Date: \_\_\_\_\_ / \_\_\_\_\_

Security Code: \_\_\_\_\_  
(3-digit code located on the back of card)

Authorized Signature: \_\_\_\_\_

Billing First Name: \_\_\_\_\_

Billing Last Name: \_\_\_\_\_

Billing Address: \_\_\_\_\_

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Billing City: \_\_\_\_\_  
Billing State: \_\_\_\_\_  
Billing Zip Code: \_\_\_\_\_  
Billing Day Phone: ( \_\_\_\_\_ ) \_\_\_\_\_

**Please make sure a form of payment is included with your application. Make your certified check, cashiers check or money order payable to FUBS (Florida United Business Services).**

**WE WILL NOT PROCESS ANY APPLICATION UNTIL PAYMENT HAS BEEN RECEIVED.**

**Return original completed application to Florida United Business Services.  
PO Box 846, Tallahassee, FL 32302**

**If you have any questions, please call FUBS at (850) 681-6265.**

**ARTICLES OF AMENDMENT  
TO  
ARTICLES OF INCORPORATION OF**

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Name of Corporation

Document Number of Corporation (if known): \_\_\_\_\_

*Pursuant to the provisions of section 607.1006, Florida Statutes, this Florida profit corporation adopts the following Articles of Amendment to its Articles of Incorporation:*

**First:** Amendment(s) adopted: *(Indicate article number(s) being amended, added or deleted.)*

**Second:** If an amendment provides for an exchange, reclassification or cancellation of issued shares, explain the provision for implementing the amended here, if the explanation is not contained in the amendment itself above.

**Third:** The date the amendment was adopted: \_\_\_\_\_

**Fourth:** Adoption of Amendment(s)

Check One:

- The amendment(s) was/were approved by the shareholders. The number of votes cast for the amendment(s) was/were sufficient for approval.
- The amendment(s) was/were approved by the shareholders through voting groups. *The following statement must be separately provided for each voting group entitled to vote separately on the amendment(s):*  
“The number of votes cast for the amendment(s) was/were sufficient for approval by \_\_\_\_\_.”  
voting group
- The amendment(s) was/were adopted by the board of directors without shareholder action and shareholder action was not required.
- The amendment(s) was/were adopted by the incorporators without shareholder action and shareholder action was not required.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Signature: \_\_\_\_\_

Must be signed by a director, president, or other officer. If directors or officers have not been selected, by an incorporator.

\_\_\_\_\_  
Typed or printed name of person signing.

\_\_\_\_\_  
Title of person signing.