

**Delaware Division of Corporations  
401 Federal Street – Suite 4  
Dover, DE 19901  
Ph: 302-739-3073  
Fax: 302-739-3812**

**Certificate of Registration  
of Foreign Limited Liability Company**

Dear Sir or Madam:

Enclosed please find a form for a Certificate of Registration of a Foreign Limited Liability Company to be filed in accordance with Section 18-902 of the Limited Liability Company Act of the State of Delaware. A **Certificate of Existence**, dated within six months prior to the filing of the Registration Certificate, from the foreign limited liability company's jurisdiction of formation must be submitted with the Registration Certificate. The fee to file the Registration Certificate is \$200. You will receive a stamped "Filed" copy of the submitted document. A certified copy may be requested for an additional \$50. Expedited services are available. Please contact our office concerning these fees or you may consult our fee chart at [www.corp.delaware.gov](http://www.corp.delaware.gov). Please make the check payable to "Delaware Secretary of State".

Annual Taxes in the amount of \$300 for the foreign limited liability company are due by the first day of June following the close of the calendar year in which the registration is filed. Please contact the Franchise Tax Section with any questions regarding Annual Taxes.

For the convenience of processing your order in a timely manner, please include a cover letter with your name, address and telephone/fax number to enable us to contact you if necessary. Please make sure you thoroughly complete all information requested on this form. It is important that the execution be legible, we request that you print or type the name of the person signing under the signature line.

Thank you for choosing Delaware as your corporate home. Should you require further assistance in this or any other matter, please don't hesitate to call us at (302) 739-3073.

Sincerely,

Department of State  
Division of Corporations

encl.  
rev. 10/16

*Special Instructions – Certificate of Registration of a Foreign Limited Liability Company*

*This form is to be used as a Template only. The following instructions will help you in correctly completing your Registration Certificate. The instructions are numbered to correspond with the article being referenced.*

- 1. The name under which the foreign limited liability company is registering in Delaware. If different than the name under which they are registered in their jurisdiction of formation, list that name in the statement in parenthesis. Please visit our website to verify name availability.*
- 2. The jurisdiction of formation and the date when the foreign limited liability company was originally formed.*
- 3. The specific purpose of the foreign limited liability company must be listed; a general purpose statement is not sufficient.*
- 4. List the complete name and street address of the registered agent located in Delaware you are appointing to accept service of process for the foreign limited liability company.*
- 5. List the date the foreign limited liability company first did business in Delaware or the date when it intends to do business in Delaware.*

***Execution Block*** - *The document must be signed by an authorized person of the foreign limited liability company pursuant to Section 18-902 of Title 6, Chapter 18. The name of the person must be typed or written legibly underneath the signature.*

***PLEASE NOTE:*** *The completed registration certificate must be accompanied by a **Certificate of Existence**, dated within 6 months prior to the filing of this certificate, from the foreign limited liability company's jurisdiction of formation. If such certificate is in a foreign language an English translation must be attached.*

*This form contains the basic information required by statute; if you need to add additional information permitted by statute you may draft a new document. Please feel free to call our office at 302-739-3073 for assistance in completing this form.*

*Sincerely,  
Delaware Division of Corporations*

**STATE OF DELAWARE  
CERTIFICATE OF REGISTRATION  
OF A FOREIGN LIMITED LIABILITY COMPANY**

The foreign limited liability company hereby certifies as follows:

1. The name under which the foreign limited liability company is registering in the State of Delaware is \_\_\_\_\_

\_\_\_\_\_  
(If different, the name under which they are registered in their foreign jurisdiction )

2. The foreign limited liability company was formed under the laws of \_\_\_\_\_ on \_\_\_\_\_.

As of the date of this filing; the foreign limited liability company validly exists as a limited liability company under the laws of the jurisdiction of its formation.

3. The nature of the business or purposes to be conducted or promoted by the foreign limited liability company in the State of Delaware is as follows: \_\_\_\_\_

\_\_\_\_\_

4. The Registered Office of the foreign limited liability company in the State of Delaware is located at \_\_\_\_\_ (street), in the City of \_\_\_\_\_, Zip Code \_\_\_\_\_. The name of the Registered Agent at such address upon whom process against this foreign limited liability company may be served is \_\_\_\_\_

\_\_\_\_\_

5. The date on which the foreign limited liability company first did or intends to do business in the State of Delaware is \_\_\_\_\_.

6. The Secretary of State of the State of Delaware is appointed the agent of the foreign limited liability company for service of process under the circumstances set forth in Title 6, Section 18-910(b) of the Delaware Code.

By: \_\_\_\_\_  
Authorized Person(s)

Name: \_\_\_\_\_  
Print or Type