

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

**Certificate of Withdrawal  
for Foreign Corporation**

Dear Sir or Madam:

Attached please find a form for a Certificate of Withdrawal of a Foreign Corporation to be filed in accordance with Section 381 of the General Corporation Law of the State of Delaware. The fee to file the Certificate is \$175.00. You will receive a certificate evidencing the withdrawal of your foreign corporation along with 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 [corp.delaware.gov](http://corp.delaware.gov). Checks should be made payable to “Delaware Secretary of State”.

Before the Certificate can be filed, all applicable Annual Franchise Tax Reports must be filed. Please contact the Franchise Tax Section prior to submitting the document for filing to determine the Annual Reports due.

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

*Special Instructions – Certificate of Withdrawal of a Foreign Corporation*

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

- 1. The current name under which the foreign corporation qualified to do business in the State of Delaware. Please visit our website to verify the name.*
- 2. The mailing address to which the Secretary State may send any process served to the Secretary of State against the foreign corporation.*

***Execution Block*** - *The document must be signed by an authorized officer of the foreign corporation pursuant to Section 103 of Title 8. The name of the person must be typed or written legibly underneath the signature.*

*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 or visit our website at [corp.delaware.gov](http://corp.delaware.gov).*

*Sincerely,*

*Delaware Division of Corporations*

STATE OF DELAWARE  
CERTIFICATE OF WITHDRAWAL  
OF FOREIGN CORPORATION

The foreign corporation qualified to do business in the State of Delaware, hereby certifies as follows:

1. The name of the foreign corporation is \_\_\_\_\_  
\_\_\_\_\_.

2. The foreign corporation hereby surrenders its authority to transact business in the State of Delaware and withdraws therefrom; the Secretary of State may mail any process against the corporation that may be served upon the Secretary of State to: \_\_\_\_\_  
\_\_\_\_\_.

By: \_\_\_\_\_  
Authorized Officer

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