

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
CORPORATIONS, SECURITIES & COMMERCIAL LICENSING BUREAU**

Date Received

This document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.

Name



Address

City

State

ZIP Code

EFFECTIVE DATE:

 Document will be returned to the name and address you enter above.  
If left blank, document will be returned to the registered office. 

**RESIGNATION OF RESIDENT AGENT**

**For use by resident agents of Corporations, Limited Partnerships and Limited Liability Companies**

(Please read information and instructions on reverse side)

*Pursuant to the provisions of Act 284, Public Acts of 1972 (profit corporations), Act 162, Public Acts of 1982 (nonprofit corporations), Act 213, Public Acts of 1982 (limited partnerships), or Act 23, Public Acts of 1993 (limited liability companies), the undersigned executes the following Certificate:*

1. The identification number assigned by the Bureau is:

2. I, \_\_\_\_\_ appointed as resident agent  
(Name of Resident Agent)

for \_\_\_\_\_  
(Name of Corporation, Limited Partnership, or Limited Liability Company)

tender my resignation as resident agent for said corporation, limited partnership, or limited liability company.

A written notice of this resignation has been filed with the president or a vice president of the corporation, a general partner of the limited partnership, or a member or manager of the limited liability company as provided by law.

Signed this \_\_\_\_\_ day of \_\_\_\_\_,

By \_\_\_\_\_  
(Signature of Resigning Resident Agent)

\_\_\_\_\_  
(Type or Print Name)

Preparer's Name \_\_\_\_\_

Business Telephone Number ( \_\_\_\_\_ ) \_\_\_\_\_

### INFORMATION AND INSTRUCTIONS

1. This form may be used to draft your Resignation of Resident Agent. A document required or permitted to be filed under the act cannot be filed unless it contains the minimum information required by the act. The format provided contains only the minimal information required to make the document fileable and may not meet your needs. This is a legal document and agency staff cannot provide legal advice.
2. Submit one original of this document. Upon filing, the document will be added to the records of the Corporations, Securities & Commercial Licensing Bureau. The original will be returned to your registered office address, unless you enter a different address in the box on the front of this document.

Since this document will be maintained on electronic format, it is important that the filing be legible. Documents with poor black and white contrast, or otherwise illegible, will be rejected.

3. This document is to be used pursuant to section 243 of Act 284, P.A. of 1972 or Act 162, P.A. of 1982; section 105 of Act 213, P.A. of 1982; or section 208 of Act 23 of 1993 by the resident agent of a corporation, limited partnership, or limited liability company, respectively.

To resign, the resident agent is required to file a written notice of resignation with the Bureau and with:

- FOR CORPORATION:** the president or a vice president.
- FOR LIMITED PARTNERSHIPS:** a general partner.
- FOR LIMITED LIABILITY COMPANIES:** a member or manager.

The resignation is effective when a successor resident agent is appointed or 30 days after receipt of the written notice of resignation by the Bureau, whichever occurs first.

4. **Corporations only:** Upon the resignation becoming effective, the business or residence address of the resident agent is no longer the registered office of the corporation.
5. Item 1 - Enter the identification number assigned by the Bureau. If this number is unknown, leave it blank.
6. This document must be signed by the resigning resident agent.
7. **FEES:** Make remittance payable to the State of Michigan. Include name and identification number on check or money order.

**CORPORATIONS AND LIMITED PARTNERSHIPS.....NO FEE REQUIRED**  
**LIMITED LIABILITY COMPANIES.....\$5.00**

Submit with check or money order by mail:  
  
 Michigan Department of Licensing and Regulatory Affairs  
 Corporations, Securities & Commercial Licensing Bureau  
 Corporations Division  
 P.O. Box 30054  
 Lansing, MI 48909

To submit in person:  
  
 2501 Woodlake Circle  
 Okemos, MI  
 Telephone: (517) 241-6470  
  
 Fees may be paid by check, money order, VISA,  
 Mastercard or Discover when delivered in person to  
 our office.

MICH-ELF (Michigan Electronic Filing System):  
  
 First Time Users: Call (517) 241-6470, or visit our website at <http://www.michigan.gov/corporations>  
 Customer with MICH-ELF Filer Account: Send document to (517) 636-6437

LARA is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

**Optional expedited service.**

Expedited review and filing, if fileable, is available for all documents for profit corporations, limited liability companies, limited partnerships and nonprofit corporations.

The nonrefundable expedited service fee is in addition to the regular fees applicable to the specific document.

Please complete a separate CSCL/CD-272 form for expedited service for each document submitted in person, by mail or MICH-ELF.

**24-hour service - \$50 for formation documents and applications for certificate of authority.**

**24-hour service - \$100 for any document concerning an existing entity.**

**Same day service**

- **Same day - \$100 for formation documents and applications for certificate of authority.**
- **Same day - \$200 for any document concerning an existing entity.**

Review completed on day of receipt. Document and request for same day expedited service must be received by 1 p.m. EST OR EDT.

- **Two hour - \$500**

Review completed within two hours on day of receipt. Document and request for two hour expedited service must be received by 3 p.m. EST OR EDT.

- **One hour - \$1000**

Review completed within one hour on day of receipt. Document and request for 1 hour expedited service must be received by 4 p.m. EST OR EDT.

First time MICH-ELF user requesting expedited service must obtain a MICH-ELF filer number prior to submitting a document for expedited service. CSCL/CD-901.

Changes to information on MICH-ELF user's account must be submitted before requesting expedited service. CSCL/CD-901.

Documents submitted by mail are delivered to a remote location for receipts processing and are then forwarded to the Corporations Division for review. Day of receipt for mailed expedited service requests is the day the Corporations Division receives the request.