

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

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EFFECTIVE DATE:

**AMENDED APPLICATION FOR CERTIFICATE OF AUTHORITY  
TO CONDUCT AFFAIRS IN MICHIGAN For  
use by Foreign Nonprofit Corporations**

(Please read information and instructions on the last page)

*Pursuant to the provisions of Act 162, Public Acts of 1982, the undersigned corporation executes the following Amended Application:*

1. The name of the corporation is: \_\_\_\_\_
2. If the name in Item 1 was not available for use in Michigan, the assumed name adopted when obtaining the Certificate of Authority is: \_\_\_\_\_
3. The identification number assigned by the Bureau is: \_\_\_\_\_
4. It is incorporated under the laws of \_\_\_\_\_
5. The corporation was authorized to conduct affairs in Michigan on \_\_\_\_\_
6. The period of its duration (corporation term) is \_\_\_\_\_

7. If the name of the corporation has changed, its new name is:

\_\_\_\_\_

the effective date of the name change was the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ and the name change was made in compliance with the laws of the jurisdiction of its incorporation.

8. Complete this Item only if the new name in Item 7 is not available for use in Michigan. The assumed name of the corporation to be used in all its dealings with the Bureau and in the transaction of its business in Michigan is:

\_\_\_\_\_

9. If the assumed name in Item 2 has changed, the new name is:

\_\_\_\_\_

10. The name of the resident agent at the registered office is: \_\_\_\_\_

The address of its registered office in Michigan is:

\_\_\_\_\_, Michigan \_\_\_\_\_  
(Street Address) (City) (Zip Code)

The mailing address of the registered office in Michigan, if different than above, is:

\_\_\_\_\_, Michigan \_\_\_\_\_  
(Street Address or P.O. Box) (City) (Zip Code)

The resident agent is an agent of the corporation upon whom process against the corporation may be served.

11. The address of the main business or headquarters office of the corporation is:

\_\_\_\_\_  
(Street Address) (City) (State) (Zip Code)

The mailing address if different than above is:

\_\_\_\_\_  
(Street Address or PO. Box) (City) (State) (Zip Code)

12. If the affairs the foreign corporation proposes to conduct in this State is to be enlarged, limited, or otherwise changed, the **specific** affairs which the corporation is to conduct in Michigan is as follows:

The corporation is authorized to conduct such affairs in the jurisdiction of its incorporation.

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

By \_\_\_\_\_  
(Signature of Authorized Officer or Agent)

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

Preparer's name: \_\_\_\_\_

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

**INFORMATION AND INSTRUCTIONS**

- 1. This amended application must be used to amend the Application for Certificate of Authority to Conduct Affairs in Michigan. A document required or permitted to be filed under the act cannot be filed unless it contains the minimum information required by the act. 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 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 1021 of the Act by foreign nonprofit corporations having a certificate of authority to conduct affairs in this State where the information contained in its original or last amended application has changed. This amended application must be filed no later than 30 days after the time the change becomes effective in the jurisdiction of its incorporation.
- 4. Item 12- This item should state only the specific affairs to be conducted in Michigan. An all purpose activities statement is not permitted. Foreign corporations can only conduct affairs in this State that a domestic corporation formed under the Nonprofit Corporation Act can lawfully transact.
- 5. The document is effective on the date endorsed "filed" by the Bureau. A later effective date, no more than 90 days after the date of delivery may be stated.
- 7. This amended application must be signed by an authorized officer or agent of the corporation.
- 8. FEES: Make remittance payable to the State of Michigan. Include corporation name and identification number on check or money order.

**NONREFUNDABLE FEE.....\$10.00**

**To submit by mail:**

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 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.

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