



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

Date Received

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EFFECTIVE DATE:

**AMENDED APPLICATION FOR CERTIFICATE OF AUTHORITY  
TO TRANSACT BUSINESS IN MICHIGAN**

**For use by Foreign Profit Corporations**

(Please read information and instructions on the last page)

*Pursuant to the provisions of Act 284, Public Acts of 1972, 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 transact business in Michigan on \_\_\_\_\_
6. The period of its duration (corporation term) is perpetual.

7. a) The total authorized shares of the corporation on record with the Corporations, Securities & Commercial Licensing Bureau are \_\_\_\_\_ as of \_\_\_\_\_.
- b) The shares attributable to Michigan as currently on the records of the Corporations, Securities & Commercial Licensing Bureau are: \_\_\_\_\_.
- c) If the total authorized stock has changed, the total authorized shares of the corporation are \_\_\_\_\_. The effective date of the stock change was the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.
- d) For year ending \_\_\_\_/\_\_\_\_/\_\_\_\_ the apportionment percentage from the most recently filed Michigan tax return is \_\_\_\_\_ %.

8. 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.

9. Complete this item only if the new name in item 8 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:

\_\_\_\_\_

10. If the assumed name in item 2 has changed, the new name is:

\_\_\_\_\_

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

The address of its registered office in Michigan is:

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

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

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

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

12. 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 P.O. Box) (City) (State) (Zip Code)

13. If the business the foreign corporation proposes to do in this State is to be enlarged, limited, or otherwise changed, the specific business which the corporation is to transact in Michigan is as follows:

The corporation is authorized to transact such business or conduct 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 Transact Business 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 profit corporations having a certificate of authority to transact business 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 7 - If the total authorized shares have changed or the tax apportionment percentage from the Michigan Tax return has changed, complete the attached worksheet to determine if an additional admission fee is due.
- 5. Item 13 - This item should state only the specific activities to be conducted in Michigan. An all purpose activities statement is not permitted. Foreign corporations can only transact business that a domestic corporation formed under the Business Corporation Act can lawfully transact.
- 6. 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 office 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:**

2407 N Grand River Ave  
Lansing, MI 48906  
Telephone : (517) 241-6470

Fees may be paid by VISA, MasterCard, Discover, or American Express when delivered in person to our office.

Documents that are endorsed filed are available at [www.michigan.gov/corpenitysearch](http://www.michigan.gov/corpenitysearch). If the submitted document is not fileable, the notice of refusal to file and document will be available at the Rejected Filings Search website at [www.michigan.gov/correjectedsearch](http://www.michigan.gov/correjectedsearch).

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

Identification Number

**FOREIGN CORPORATION WORKSHEET**  
**Changes in Shares Attributable**  
**Occurring January 1, 2006 or later**

<b>Section A</b>	
1. Total Authorized Shares	
2. Multiply by the Michigan Tax Apportionment Percentage	X _____ % For Year Ending     /     /
3. Equals total shares attributable to Michigan	=
4. Subtract previous attributable shares	-
5. Equals increase in attributable shares	=

**If Line 5 is '0', there is no additional fee due for this worksheet. If Line 5 is greater than '0' but less than 10,000,001, refer to the fee schedule below in Section B. If Line 5 is 10,000,001 or greater, proceed to Section C.**

**Section B**

Increase of 60,000 or fewer authorized shares attributable to Michigan	<b>\$50.00</b>
Increase of 60,001 - 1,000,000 authorized shares attributable to Michigan	<b>\$100.00</b>
Increase of 1,000,001 - 5,000,000 authorized shares attributable to Michigan	<b>\$300.00</b>
Increase of 5,000,001 - 10,000,000 authorized shares attributable to Michigan	<b>\$500.00</b>

**Section C**

1. Total increase in shares attributable to Michigan from Section A, Line 5	
2. Subtract 10,000,000	<b>- 10,000,000</b>
3. Equals increase in attributable shares in excess of 10,000,000	=
4. Divide by 10,000,000 (round <b>any</b> fraction to the next highest whole number)	
5. Multiply by \$1,000.00	<b>X \$1,000.00</b>
6. Fee for increase in excess of 10,000,000 shares attributable	=
7. Fee for increase of initial 10,000,000 shares attributable	<b>+ \$500.00</b>
8. Total fee for increase in shares attributable to Michigan	=

## WORKSHEET INSTRUCTIONS

### Section A

- Line 1. Enter the total number of shares from item 7c on the Amended Application if the number of authorized shares has changed, enter from 7a if unchanged.
- Line 2. Enter percentage from the corporation's Michigan tax return. If the corporation is not required to file a Michigan tax return, enter "not required". If the business activities are confined solely to this state, 100% of the authorized shares are attributable to this state. If you have any questions regarding tax matters, please contact the Michigan Department of Treasury by calling (517) 636-6925.
- Line 3. Multiply total authorized shares from Line 1 by the percent on Line 2 for the total number of shares attributable to Michigan.
- Line 4. Enter number of shares previously attributable to Michigan from Item 7b on the Amended Application. Corporations that received a Certificate of Authority after September 30, 1989, have 60,000 shares initially attributable to this state. If you have any questions regarding this information, contact the Document Review Section at (517) 241-6470.
- Line 5. Subtract Line 4 from Line 3. If number is greater than '0' and the attributable shares increase on Line 5 is 10,000,000 or less, refer to Section B for the fee. If Line 5 is greater than 10,000,000 complete Section C to compute the fee.

### Section B

Increase of 60,000 or fewer authorized shares attributable to Michigan	\$50.00
Increase of 60,001 - 1,000,000 authorized shares attributable to Michigan	\$100.00
Increase of 1,000,001 - 5,000,000 authorized shares attributable to Michigan	\$300.00
Increase of 5,000,001 - 10,000,000 authorized shares attributable to Michigan	\$500.00

### Section C

- Line 1. Enter the increase in attributable shares from Section A, Line 5.
- Line 2. Subtract the first 10,000,000 shares from the total attributable shares in Line 1.
- Line 3. Enter the increase in attributable shares over 10,000,000.
- Line 4. The fee is based on increments of 10,000,000 shares. For a share increase of 1 to 10,000,000 do not divide. Write "1" on Line 4. For an increase of 10,000,001 or more shares, divide the number on Line 3 by 10,000,000 to determine the number of increments. Round any fractional portions up to the next highest "whole" number.
- Line 5. Multiply the "whole" number in Line 4 by \$1,000.00.
- Line 6. The fee due on the increase of shares attributable over 10,000,000.
- Line 7. The fee due for the initial increase of 10,000,000 shares attributable is \$500.00.
- Line 8. Add the figures from Line 6 and Line 7 together to calculate the total fee for the increase in shares attributable (add to filing fee of the document).