



Advantage Delaware LLC
www.advantage-de.com

35B The Commons
3524 Silverside Road
Wilmington, DE 19810-4929

302.479.7764 phone
302.504.6004 fax
866.767.8600 toll free

The below form may be completed using Adobe Acrobat Reader, then printed. Or, you may print the form and complete it by hand. Then, mail or fax the form to Advantage Delaware LLC.

Change of Registered Agent

Change your Delaware Registered Agent to Advantage Delaware LLC

To change your registered agent requires amending your Certificate of Incorporation (for corporations), or Certificate of Formation (for LLCs). The process is simple; we prepare the Certificate of Change of Registered Agent and/or Registered Office (for a corporation), or Certificate of Change of Agent Amendment of Limited Liability Company (for an LLC), for your signature. Simply sign the document and return to us, and we will handle the process.

Please Note: We do not charge a processing fee to change registered agent; only the State filing fee and our Registered Agent fee for one year – \$150 total.

State of Delaware Expedited fee for 24 hour processing – \$100 extra.

Please Note: The Change of Registered Agent is not permitted unless your company is in good standing with the Delaware Division of Corporations. If your Delaware business entity is no longer in good standing, you will be required to pay the outstanding balance owed to the Division of Corporations prior to Delaware accepting a Change of Registered Agent to be filed. Before filing, we check on your behalf the status of your company with the Division of Corporations to obtain a complete report of any fees and penalties due. Then we complete the process by making the payments, and filing the change, so you can get back to running your business. Please contact us for assistance.

Company Information

Company Name:

Delaware File Number:

Communications Contact Person

As your Delaware Registered Agent we require contact information of the person authorized to receive official correspondence and billing. Remember, if this information changes you are responsible for notifying us of the change in a timely manner.

First Name:

Middle initial:

Last Name:

Address 1 (No P.O.):

Address 2:



Address 3:

City:

State or Province:

Zip or Postal Code:

Country:

Telephone:

Fax:

E-mail Address:

Change of Registered Agent Fee Options

Delaware filing fee plus 1 year Registered Agent service - \$150

Delaware filing fee plus 2 years Registered Agent service - \$230
SAVE \$20 a 10% discount on registered agent service

Delaware filing fee plus 3 years Registered Agent service - \$290
SAVE \$60 a 20% discount on registered agent service

Additional Services

State of Delaware Expedited fee for 24 hour processing - \$100 extra.

Payment Information

All information is required

Cardholder's Name:

Credit Card: Visa MasterCard American Express Discover

Credit Card Number:

Security Code (CVV number):

*Visa, MasterCard, Discover - CVV 3 digit codes are located on the back of your card.
American Express - CVV 4 digit codes are located on the front of your card.*

Expiration Date (mm/dd/yyyy):



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Billing Address

Billing Address is same as Contact Person Address (above)

Card Billing Address 1:

Address 2:

Address 3:

City:

State or Province:

ZIP or Postal Code:

Country:

Signature

Date

Submitting This Form

To submit this form by Fax: 1-302-504-6004

To make credit card payment by telephone call toll free: 1-866-767-8600, for international clients please call 1-302-479-7764.

To submit this form by mail, address to:

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