

Attached is the information regarding amending the articles of incorporation of a Florida profit corporation.

A corporation can amend its articles of incorporation by filing Articles of Amendment with the Division of Corporations. The articles of amendment must be prepared in compliance with section 607.1006, Florida Statutes.

For your convenience attached is a sample form for articles of amendment. Additional sheets may be attached if necessary. Section 607.0120, Florida Statutes, requires that the document be typed or printed and must be legible.

Pursuant to section 607.0123, Florida Statutes, a delayed effective date may be specified but may not be later than the 90th day after the date on which the document is filed.

If the registered agent is changed by amendment, the new agent must sign accepting the appointment, and must state that he or she is familiar with and accepts the obligations of the position.

The filing fee for the articles of amendment is \$35. Certified copies of the amendment are \$8.75 each (plus \$1 per page for each page over 8, not to exceed a maximum of \$52.50). A certificate of status is \$8.75. Submit one check for the correct amount made payable to the Department of State. Please include a cover letter containing your telephone number and return address.

Any further inquiries on this matter should be directed to the Amendment Section by calling (850) 245-6050, or by writing: Division of Corporations, P. O. Box 6327, Tallahassee, FL 32314.

*Note: This form for filing articles of amendment is basic. Each corporation is a separate entity and as such has specific goals, needs and requirements. Additional sheets may be attached as required. The Division of Corporations recommends that corporate documents be reviewed by your legal counsel. The Division is a filing agency and as such does not render any legal, accounting, or tax advice. The professional advice of your legal counsel to ascertain exact compliance with all statutory requirements is strongly recommended.*

**ARTICLES OF AMENDMENT  
TO  
ARTICLES OF INCORPORATION  
OF**

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(present name)

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(Document Number of Corporation (If known))

*Pursuant to the provisions of section 607.1006, Florida Statutes, this Florida profit corporation adopts the following articles of amendment to its articles of incorporation:*

**FIRST:** Amendment(s) adopted: *(indicate article number(s) being amended, added or deleted)*

**SECOND:** If an amendment provides for an exchange, reclassification or cancellation of issued shares, provisions for implementing the amendment if not contained in the amendment itself, are as follows:

**THIRD:** The date of each amendment's adoption:\_\_\_\_\_.

**FOURTH:** Adoption of Amendment(s) (**CHECK ONE**)

- The amendment(s) was/were approved by the shareholders. The number of votes cast for the amendment(s) was/were sufficient for approval.
- The amendment(s) was/were approved by the shareholders through voting groups. *The following statement must be separately provided for each voting group entitled to vote separately on the amendment(s):*

"The number of votes cast for the amendment(s) was/were sufficient for approval by \_\_\_\_\_."  
(voting group)

- The amendment(s) was/were adopted by the board of directors without shareholder action and shareholder action was not required.
- The amendment(s) was/were adopted by the incorporators without shareholder action and shareholder action was not required.

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

Signature \_\_\_\_\_  
(By the Chairman or Vice Chairman of the Board of Directors, President or other officer if adopted by the shareholders)

OR

(By a director if adopted by the directors)

OR

(By an incorporator if adopted by the incorporators)

\_\_\_\_\_  
(Typed or printed name)

\_\_\_\_\_  
(Title)