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	ARTICLE	4. INITIAL REGISTERED AGENT REQUIRED.					

11 V.S.A. § 4023 (REV. 07/01/2015)

City/Town:____

City/Town:____

d. EMAIL: _____

_____ State: **_____** ZIP: ______-___

b. PHYSICAL ADDRESS: AGENT'S NORMAL LOCATION DURING REGULAR BUSINESS HOURS.

Street Address: NO PO BOX

c. MAILING ADDRESS:

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ARTICL a.	INI.	TIAL MEMBERSHIP: REQUIRED - This company has one or m	IATION – SELECT ONE (1) OF THE FOLLOWING. nore Members at the time of filing bers at the time of filing of these A		
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By si	ignin ırate	g below, I hereby certify, un	D – SELECT ONE OF THE FOLLOWING. der penalty of law (11 V.S.A. § 402 this form is being provided in dupl ade payable to "VT SOS".		
Printe	ed/Ty	ped Name of Organizer	Signature	Title	Date

PLEASE REVIEW INSTRUCTIONS PAGE BEFORE FILING

SUBMISSION INSTRUCTIONS

- a. This form must be filed in duplicate (1 original + 1 copy –or-- 2 originals) with a check or money order, payable to "VT SOS," in the amount of \$125.00, and a self-addressed stamped envelope.
- b. This form can ONLY be accepted by Mail or In-person at: Vermont Secretary of State

Corporations Division

128 State Street

Montpelier, VT 05633-1104

c. Please allow 7-10 business days, or more, from the day that *this form* received in our office, for processing and (if approved) for this business to appear on the website at www.vtsosonline.com, and for evidence of filing to be returned.

***THIS FILING IS NOW AVAILABLE ONLINE

- This form CANNOT be accepted by Phone, Fax, or E-mail; however, this filing is now available online:
 - If you wish to submit this filing electronically, **DO NOT** fill out this form, please file online at https://www.vtsosonline.com/online/Account?referrer=BF.
- Payment for this form also CANNOT be accepted by <u>credit card or e-check (ACH)</u>; however, payment by <u>credit card or e-check (ACH)</u> is available by filing online:
 - If you wish to submit payment electronically (ACH), **DO NOT** use this form, please file online at: https://www.vtsosonline.com/online/Account?referrer=BF
 - Online filing normally takes 1 business day or less.

FORM INSTRUCTIONS

Article 1. BUSINESS NAME - REQUIRED:

- a. The business name must include the following:
 - (1) LLCs: either "LLC," "LC," "Ltd Co," "Limited Liability Company," or "Limited Company."
 - (2) Professional LLCs: either "PLC," "Professional LLC," "Professional LC," "Professional Ltd Co," "Professional Limited Liability Company," or "Professional Limited Company."
 - (3) Low-Profit LLC: the abbreviation "L3C."
- b. the Business Name must be Distinguishable in the Records of the Secretary of State (as of 7/1/2015).

Article 2a. LLC TYPE - REQUIRED:

- a. If electing to be a Professional LLC (PLC):
 - (1) Must provide the, one or more, professional (licensed) services, that PLC is organized for (11 V.S.A. § 820).
 - (2) All PLC members, or not less than one-half of its managers, are licensed in one or more states to render a professional service described in its articles of organization (11 V.S.A. § 821) these professional licenses MUST be attached.
- Article 2c. BUSINESS DISCRIPTION REQUIRED: NAICS Code (preferred) or brief statement of primary service(s) to be provided by this company.
- Article 3. INITIAL DESIGNATED OFFICE- REQUIRED: The address where the company, domestic or foreign LLC/PLC/L3C, is located or location where business files are primarily kept Not required to be in Vermont.

Article 4. INITIAL REGISTERED AGENT - REQUIRED:

An LLC/PLC/L3C must designate (and continuously maintain) an agent with a physical address in the state of Vermont.

- a. Agent's Name:
 - (1) The agent MUST be an individual person, an LLC, or a Corporation with an ACTIVE registration to do business in Vermont with the Vermont Secretary of State.
 - (2) The agent MUST have a physical address in the state of Vermont.
 - (3) The agent MAY be any principal (member or manager) of the LLC.
 - (4) The LLC itself MAY NOT be its own agent.
- b. Agent Physical Address:
 - (1) Physical location at which at which the Registered Agent is normally found during regular business hours.
 - (2) MUST be an address in Vermont.

Article 5a. MEMBERSHIP STATUS – REQUIRED: Must state whether the company has members at the time of filing of these Articles.

Article 5b. MANAGEMENT STYLE - OPTIONAL:

- a. "Member" means an owner of, (or partner in), the company. Members are the LLC equivalent of corporation shareholders.
- **b.** "Manager" means a person appointed by the member(s) to run the day-to-day operations of the company under. Managers are the LLC equivalent of corporation directors.
- c. "Member-managed" is a company in which one or more of the members (owners) manage the company.
- **d. "Manager-managed"** is a company in which one or more managers are appointed by the members to manage the company.

Article 5c. INITIAL PRINCIPALS (the members or managers) - OPTIONAL:

- a. The Member(s) of a Member-managed Company are the owner(s) of the LLC. Members are equivalent to the shareholders of a corporation.
- **b.** The Manager(s) of a Manager-managed Company are person(s) appointed by the LLC member(s) to run the day to day operations of the LLC Managers are the equivalent of the directors of a corporation one or more of the members may be appointed as managers.

Article 7. ORGANIZER – REQUIRED: The person submitting these articles to the Vermont Secretary of State – the Organizer may be a principal listed under Article 6. CERTIFICATION OF DOCUMENT – REQUIRED: This form must be signed by the Organizer listed under Article 7.

For Questions, please see our website at www.sec.state.vt.us

or

contact us at: corps@sec.state.vt.us

or by phone at (802) 828-2386

11 V.S.A. § 4023 DIVISION OF CORPORATIONS FORM LLC-1(D)
(REV. 07/01/2015) Instructions Page LLC REGISTRATION (DOMESTIC)