

Instructions for Completing the Amendment to Application for Registration (Form LP-6)

Where to File: For easier completion, this form is available on the Secretary of State's website at www.sos.ca.gov/business-programs/business-entities/forms and can be viewed, filled in and printed from your computer. The completed form along with the applicable fees can be mailed to Secretary of State, Document Filing Support Unit, P.O. Box 944225, Sacramento, CA 94244-2250 or delivered in person (drop off) to the Sacramento office, 1500 11th Street, 3rd Floor, Sacramento, CA 95814. If you are not completing this form online, please type or legibly print in black or blue ink. This form is filed only in the Sacramento office.

Legal Authority: Statutory filing requirements are found in California Corporations Code section [15909.06](#). All statutory references are to the California Corporations Code, unless otherwise stated. **Note:** Signing Form LP-6 constitutes an affirmation under penalty of perjury that the facts stated in the document are true. (Section [15902.08\(b\)](#).)

Additional Requirement: If the name of the foreign limited partnership has changed, attach to Form LP-6 a valid certificate by an authorized public official of the jurisdiction where the foreign limited partnership was organized, certifying that the limited partnership is in good standing and that the name was changed according to the laws of that jurisdiction. If the laws of that jurisdiction do not permit the issuance of that certificate, include a statement with Form LP-6 to that effect.

Fees: The fee for filing Form LP-6 is \$30.00. A non-refundable \$15.00 special handling fee is applicable for processing documents delivered in person (drop off) at the Sacramento office. The preclearance and/or expedited filing of a document *within a guaranteed time frame* can be requested for an additional non-refundable fee in lieu of the special handling fee. Detailed information about preclearance and expedited filing services is available at www.sos.ca.gov/business-programs/business-entities/service-options. The special handling fee or preclearance and expedited filing services are not applicable to documents submitted by mail. Check(s) should be made payable to the Secretary of State.

Copies: Upon filing, we will return one (1) uncertified copy of your filed document for free. To get additional copies, include a separate request and payment for copy fees when the document is submitted. Copy fees are \$1.00 for the first page and \$.50 for each additional page. For certified copies, there is an additional \$5.00 certification fee, per copy.

Complete the Amendment to Application for Registration (Form LP-6) as follows:

Item 1. Enter the file number issued to the foreign limited partnership by the California Secretary of State.

Item 2. Enter the name of the foreign limited partnership exactly as it is of record with the California Secretary of State. Note: If the foreign limited partnership is registered in California under an alternate name, enter the alternate name of the foreign limited partnership.

Items 3 - 13. Complete ONLY the items to be amended or added by this filing. Attach additional pages, if necessary. Any other matters to be included may be made on an attachment to Form LP-6, provided that the information is not inconsistent with law. Any attachments are incorporated by reference and made part of Form LP-6.

Item 3. Enter the name of the foreign limited partnership as amended in the foreign jurisdiction.

Item 4. Enter an alternate name meeting the requirements of Section [15901.08](#) if:

- The amended name of the foreign limited partnership in Item 3 does not comply with the requirements of Section 15901.08 (i.e., the name must end with the phrase "Limited Partnership" or the abbreviation "LP" or "L.P." and may not contain the words "bank," "insurance," "trust," "trustee," "incorporated," "inc.," "corporation," or "corp." Note: If the foreign limited partnership is a foreign limited liability limited partnership, the name must contain the phrase "limited liability limited partnership," or the abbreviation "LLLLP" or "L.L.L.P." and may not contain the abbreviation "LP" or "L.P."); or
- Amending a previously designated alternate name.

Note: If the actual name of the foreign limited partnership complies with the requirements of Section 15901.08, leave Item 4 blank and proceed to Item 5.

Item 5a. Enter the street address of the principal office. (Section [15901.02](#).) Do not use a P.O. Box address or abbreviate the name of the city.

- Item 5b.** Enter the mailing address of the principal office, if different from the street address in Item 5a. Do not abbreviate the name of the city.
- Item 6.** Enter the address, including the zip code, required to be maintained by the foreign limited partnership under the laws of the foreign jurisdiction, if any. Do not abbreviate the name of the city.
- Items 7 & 8.** If designating an individual as the agent for service of process, complete Items 7 and 8. If designating a corporation as the agent for service of process, complete only Item 7 and proceed to Item 9 (do not complete Item 8). If a corporation is designated as agent, that corporation must have previously filed with the California Secretary of State a certificate pursuant to Corporations Code section [1505](#). The agent should agree to accept service of process on behalf of the limited partnership prior to designation. Note: **A limited partnership cannot act as its own agent** and no domestic or foreign corporation may file pursuant to Section 1505 unless the corporation is currently authorized to engage in business in California and is in good standing on the records of the California Secretary of State.
- Item 9.** Enter the name and address of each new general partner. Please do not abbreviate the name of the city. If there is more than one new general partner, attach additional pages. Note: If a general partner is a trust, both the name of the trust (including the date of the trust, if applicable) and the trustee should be listed. Example: Mary Todd, trustee of the Lincoln Family Trust U/T/A 5-1-94.
- Item 10.** Enter the name and address of each general partner whose address has changed. Please do not abbreviate the name of the city. If more than one general partner has changed their address, attach additional pages.
- Item 11.** Enter the previous and current name of each general partner whose name has changed. If more than one general partner has changed their name, attach additional pages.
- Item 12.** Enter the name of each general partner who has withdrawn from the foreign limited partnership. If more than two general partners have withdrawn, attach additional pages.
- Item 13.** Check the box if the foreign limited partnership is a foreign limited liability limited partnership.
- Item 14.** Form LP-6 must be signed by at least one general partner of the foreign limited partnership.
- If Form LP-6 is signed by any person other than the general partner(s), the signature must be followed by the words "signature pursuant to Section _____" identifying the appropriate statutory authority. (Section [15902.05](#).)
 - If Form LP-6 is signed by an attorney-in-fact, the signature should be followed by the words "Attorney-in-fact for (name of the partner)." (Section [15902.04](#).)
 - If an association is designated as a general partner, the person who signs for the association should state the **exact** name of the association, his/her name and position/title.
 - If a trust is designated as a general partner, Form LP-6 should be signed by a trustee as follows: _____ trustee for _____ trust (including the date of the trust, if applicable). Example: Mary Todd, trustee of the Lincoln Family Trust (U/T/A 5-1-94).
 - If additional signature space is necessary, the signatures may be made on an attachment to Form LP-6.

Any attachments to Form LP-6 are incorporated by reference and made part of Form LP-6. All attachments should be 8 ½" x 11", one-sided and legible.



Mail Submission Cover Sheet

Instructions:

- Complete and include this form with your submission. **This information only will be used to communicate with you in writing about the submission.** This form will be treated as correspondence and will not be made part of the filed document.
- Make all **checks or money orders** payable to the Secretary of State.
- Do not include a \$15 counter fee when submitting documents by mail.
- Standard processing time for **submissions** to this office is approximately 5 business days from receipt. All **submissions** are reviewed in the date order of receipt. For updated processing time information, visit www.sos.ca.gov/business/be/processing-times.

Optional Copy and Certification Fees:

- If applicable, include optional copy and certification fees with your submission.
- For applicable copy and certification fee information, refer to the instructions of the specific form you are submitting.

Contact Person: (Please type or print legibly)

First Name: _____ Last Name: _____

Phone (optional): _____

Entity Information: (Please type or print legibly)

Name: _____

Entity Number (if applicable): _____

Comments: _____

Return Address: For written communication from the Secretary of State related to this document, or if purchasing a copy of the filed document enter the name of a person or company and the mailing address.

Name: [_____]

Company:

Address:

City/State/Zip: [_____]

Secretary of State Use Only	
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AMT REC'D:	\$



LP-6

State of California Secretary of State

Foreign Limited Partnership Amendment to Application for Registration

A \$30.00 filing fee must accompany this form.

IMPORTANT – Read instructions before completing this form.

This Space For Filing Use Only

File Number	Entity Name (Enter the exact name of the limited partnership.)
1. CA Secretary of State File Number	2. Name Under Which the Foreign Limited Partnership Conducts Business in California

Items 3 through 13: (Complete ONLY the items to be amended or added by this filing. Attach additional pages, if necessary. Any other matters to be included may be made on an attachment to this document. Any attachments are incorporated herein by this reference and made part of this document.)

Entity Name as amended (Complete Item 3 if the actual name of the foreign limited partnership has changed in the foreign jurisdiction **AND** include a certificate from an authorized public official in the foreign jurisdiction, certifying that the limited partnership is in good standing and that the name was changed according to the laws of that jurisdiction. Complete Item 4 if amending or adding an alternate name in California. See instructions.)

3. Name of Foreign Limited Partnership As Amended in the Foreign Jurisdiction
4. Alternate Name (See instructions before completing Item 4.)

Entity Addresses			
5a. Street Address of Principal Office	City	State	Zip Code
5b. Mailing Address of Principal Office, if different from Item 5a	City	State	Zip Code
6. Address of Office Required in the Jurisdiction of Formation, if any	City	State	Zip Code

Agent for Service of Process (If the agent is an individual, complete both Items 7 and 8. If the agent is a corporation, complete Item 7 and leave Item 8 blank.)

7. Name of Agent for Service of Process			
8. If an individual, Street Address of Agent for Service of Process in CA	City	State	Zip Code
		CA	

General Partner Information (New Partner, Address Change, Name Change, and/or Withdrawn Partner(s))					
9. New Partner	Name	Address	City	State	Zip Code
10. Address Change	Name	Address	City	State	Zip Code
11. Name Change	From:		To:		
12. Withdrawn Partner(s)	Name:		Name:		

Foreign Limited Liability Limited Partnership
13. <input type="checkbox"/> Check this box if the foreign limited partnership is a foreign limited liability limited partnership.

Execution (This document must be signed by at least one general partner of the foreign limited partnership. If additional signature space is necessary, the signatures may be made on an attachment to this document.)

14. I declare I am the person who executed this instrument, which execution is my act and deed. By signing this document I affirm under penalty of perjury that the facts stated are true.

Signature of General Partner

Type or Print Name of General Partner