



SCC720  
(02/17)

COMMONWEALTH OF VIRGINIA  
STATE CORPORATION COMMISSION  
GUIDE FOR ARTICLES OF MERGER  
OF A VIRGINIA STOCK CORPORATION

ARTICLES OF MERGER OF  
(names of the corporation(s) and/or eligible entity(ies))

The undersigned, on behalf of the corporation(s) and (if applicable) eligible entity(ies) (i.e., nonstock corporation, limited liability company, business trust, limited partnership, or partnership) set forth below, pursuant to Title 13.1, Chapter 9, Article 12 of the Code of Virginia, state as follows:

1. (Set forth the name of each Virginia or foreign corporation or eligible entity that will be a party to the merger, the name of the state or other jurisdiction under whose law each is incorporated, organized or formed, and the name of the entity that will be the survivor of the merger.)
2. (Set forth the other provisions of the plan of merger. See Instructions to this form.)
3. (If the survivor of the merger is a Virginia corporation and its articles of incorporation are being amended, or if a new Virginia corporation is being created as a result of the merger, in an attachment set forth the amendments to the survivor's articles of incorporation or the articles of incorporation of the new corporation, and make reference to said attachment in this paragraph of the articles of merger. See § 13.1-720 A 2 of the Code of Virginia.)
4. (For each **Virginia stock corporation** that is a party to the merger, state whether the plan of merger was approved by the shareholders or adopted by the directors. See Options A and B, below.)

**Option A** (If shareholder approval of one or more of the corporations was required, with respect to each such corporation, set forth either (1) or (2), below, whichever is applicable.)

- (1) The plan of merger was approved by unanimous consent of the shareholders on (date). **OR**
- (2) The plan of merger was submitted to the shareholders by the board of directors in accordance with the provisions of Title 13.1, Chapter 9 of the Code of Virginia, and on (date):
  - (a) The designation, number of outstanding shares, and number of votes entitled to be cast by each voting group entitled to vote separately on the plan of merger were:

Designation	Number of outstanding shares	Number of votes
_____	_____	_____
_____	_____	_____

- (b) **Either** (i) the total number of votes cast for and against the plan by each voting group entitled to vote separately on the plan was:

Voting group	Total votes <b>FOR</b>	Total votes <b>AGAINST</b>
_____	_____	_____
_____	_____	_____

- Or** (ii) the total number of undisputed votes cast for the plan separately by each voting group was:

Voting group	Total undisputed votes <b>FOR</b>
_____	_____
_____	_____

- (c) And the number cast for the plan by each voting group was sufficient for approval by that voting group.

**Option B** (If shareholder approval of one or more of the corporations was not required, with respect to each such corporation, set forth that the board of directors adopted the plan of merger on a particular date and the reason why shareholder approval was not required. See §§ 13.1-718 F, 13.1-719 and 13.1-720 of the Code of Virginia.)

5. (Include an appropriate adoption statement for each Virginia eligible entity that is a party to the merger. For a nonstock corporation, limited liability company, business trust, limited partnership or partnership, see §§ 13.1-896, 13.1-1072, 13.1-1261, 50-73.48:3 and 50-73.128 of the Code of Virginia, respectively.)
6. (Include the following statement for each **foreign corporation or eligible entity** that is a party to the merger.) (name of foreign corporation or eligible entity) certifies that its participation in the merger was duly authorized as required by the law of (jurisdiction of incorporation, organization or formation). (See § 13.1-720 A 6 of the Code of Virginia.)

Executed in the name of the corporation by:

\_\_\_\_\_  
(signature)  
\_\_\_\_\_  
(printed name)  
\_\_\_\_\_  
(corporation's SCC ID no.)

\_\_\_\_\_  
(date)  
\_\_\_\_\_  
(corporate title)  
\_\_\_\_\_  
(telephone number (optional))

**(The articles must be similarly executed on behalf of each party to the merger by a person authorized to act on behalf of the party, except as permitted under § 13.1-720 C of the Code of Virginia. See subsection A of § 13.1-720 of the Code. The printed name and title of the person signing on behalf of each party must be set forth next to the signature. See § 13.1-604 of the Code.)**

**Personal Information**, such as a social security number, should NOT be included in a business entity document submitted to the Office of the Clerk for filing with the Commission. For more information, see Notice Regarding Personal Identifiable Information at [www.scc.virginia.gov/clk](http://www.scc.virginia.gov/clk).

**THIS FORM IS TO BE USED AS A GUIDE ONLY.**

**INSTRUCTIONS TO FORM SCC720**

Guideform SCC720 has been produced by the Commission as a guide to help you prepare the corporation's articles of merger. Please note, however, that a marked-up version of this guideform will not be accepted. You must separately type and prepare your articles, using this form as a guide, inserting appropriate information and omitting all inapplicable portions, including the header, seal of the Commission, italicized text, and the text of options not utilized.

You can download this guideform from our website at [www.scc.virginia.gov/clk/formfee.aspx](http://www.scc.virginia.gov/clk/formfee.aspx).

The articles must be in the English language, typewritten or printed in black on white, opaque paper 8 1/2" by 11" in size, legible and reproducible, and free of visible watermarks and background logos. Provide at least a 1" margin on each side. Use only one side of a page.

The plan of merger must include (i) the names of each Virginia or foreign corporation or eligible entity that will merge and the name of the Virginia or foreign corporation or eligible entity that will be the survivor of the merger; (ii) the terms and conditions of the merger; (iii) the manner and basis of converting the shares and any rights to acquire the shares of each merging Virginia or foreign corporation and eligible interests of each merging Virginia or foreign eligible entity into shares or other securities, eligible interests, obligations, rights to acquire shares, other securities or eligible interests, cash, or other property or any combination of the foregoing; and (iv) any amendments to the survivor's articles of incorporation or organic document. See § 13.1-716 of the Code of Virginia.

The articles must be executed in the name of each corporation by the chairman or any vice-chairman of the board of directors, the president, or any other of its officers authorized to act on behalf of the corporation.

These articles may not be filed with the Commission until all fees and penalties to be collected by the Commission under the Virginia Stock Corporation Act have been paid by or on behalf of the corporation; provided, however, that an assessed annual registration fee does not have to be paid prior to filing if these articles are **filed** with an effective date that is on or before the due date of the annual registration fee payment. See § 13.1-615 of the Code of Virginia.

***It is a Class 1 misdemeanor for any person to sign a document he or she knows is false in any material respect with intent that the document be delivered to the Commission for filing. See § 13.1-612 of the Code of Virginia.***

Send the signed articles to State Corporation Commission, Office of the Clerk, P.O. Box 1197, Richmond, Virginia 23218-1197 (Street address: 1300 East Main Street, Tyler Building, 1<sup>st</sup> Floor, Richmond, Virginia 23219), along with a check for the filing fee in the amount of **\$25.00 plus** any additional charter fee amount required by an amendment to increase the number of authorized shares of a surviving domestic stock corporation, payable to the State Corporation Commission. **DO NOT SEND CASH.** If you have any questions, contact the Clerk's Office at (804) 371-9733 or toll-free in Virginia, 1-866-722-2551.

**NOTES**

If shareholder approval is required, the plan must be approved by each voting group entitled to vote on the plan by MORE THAN 2/3 of all votes entitled to be cast by that voting group unless the Virginia Stock Corporation Act or the board of directors requires a greater vote or unless the articles of incorporation provide for a greater or lesser vote, but not less than a majority of all votes cast by each voting group at a meeting at which a quorum exists. See § 13.1-718 of the Code of Virginia.

If the shareholders of a Virginia corporation that is a party to the merger are required to vote on the plan and the plan is approved by the shareholders, a subsequent amendment to the plan must be approved by the shareholders if the change would adversely affect such shareholders in any material respect. See § 13.1-716 E of the Code of Virginia.