

Terminate a Virginia Corporation

5 Select **Articles of Dissolution** from the drop-down.

6 Click **Continue** on the bottom right.

7 Enter either the **Entity Name** or the **Entity ID** number and click **Search**.

8 Click the **Select** button next to your business' name. **DO NOT** click the green entity name.

9 Click **Continue**.

10 Review the **Entity Information**. If needed, update the **Entity Email Address** and/or the **Contact Number**.

11 Complete all fields marked with an asterisk (*) in the **Jurisdiction of Formation** section and click **Next**.

12 Enter the **Date of Adoption** in the Adoption and Vote section.

13 Select the appropriate Approval method radio button for either:

1A Virginia Stock Corporation

1B Virginia Nonstock Corporation

14 Click **Next**.

15 **OPTIONAL:** Upload Articles of Dissolution. Check the **The uploaded document will act as the filing image** radio button.

16 Click **Attach** and select the file you want to upload.

Note: If you upload a document, your submission will not be approved in real-time, but instead will be reviewed by the Clerk's Office.

17 Click **Next**.

Select a filing type:

- Articles of Amendment
- Articles of Amendment - Name Change
- Articles of Dissolution
- Articles of Conversion
- Articles of Restatement
- Articles of Termination
- Garnishment Designation
- Reinstatement
- Statement of Change of Registered Office and/or Registered Agent
- Statement of Resignation of Registered Agent

EXISTING BUSINESSES

Entity Name: OR Entity ID:

Search Clear

Select	ID	Name	Type	Entity Type	Address	Date	Status	Date
<input checked="" type="checkbox"/>	11027996	User Guides, Inc.	Legal Name	Stock Corporation	3010 Furman Ln Apt 402, Alexandria, VA, 22306 - 1020, USA	03/02/2020	Active	03/02/2020

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Entity Information

Entity Name: User Guides, Inc. Entity Type: Stock Corporation

Entity ID: 11027996 Formation Date: 03/02/2020

Status: Active

Entity Email Address: @scc.virginia.gov Contact Number:

Jurisdiction of Formation

Jurisdiction (Country): United States

Jurisdiction (State): Virginia

Date of Formation: 03/02/2020

Adoption and Vote

Date of Adoption

Date the dissolution was authorized by the shareholders: 03/19/2020

Approval - select one

The dissolution was approved by the unanimous consent of the shareholders on 03/17/2020.

The dissolution was adopted by the board of directors, was submitted to the shareholders in accordance with Article 16 of the Virginia Stock Corporation Act, and was duly approved by the shareholders in the manner required by the Virginia Stock Corporation Act and by the articles of incorporation on 03/17/2020.

Upload Attachments

The system will create a filing image based on the information you entered. Alternatively you may upload your own complete document. The upload will result in the document being reviewed by the Clerk's Office prior to filing.

The uploaded document will act as the filing image.

Attach Document

Note: Only PDF files may be uploaded if needed.

File Name

Attach

Next

Terminate a Virginia Corporation

18 Indicate if you are signing as an **Individual** or **On Behalf of Business Entity** by checking the appropriate radio button.

19 Complete all fields marked with an asterisk (*) in the **Signature Information** section and click **Add**.

20 Click **OK** in the pop-up box.

21 Click **Next**.

22 Review each section of the **Articles of Dissolution**, and make any edits, as needed.

23 Click **Add To Shopping Cart**.

24 Click **Checkout**.

25 Click **Go To Payment**.

26 In the Confirmation pop-up window, click **I Agree**.

Note: You will be taken to a site administered by LexisNexis to complete your payment.

27 Enter your **Billing Address** and **Payment Information**, completing all fields marked with an asterisk (*). You must complete the **Captcha** field.

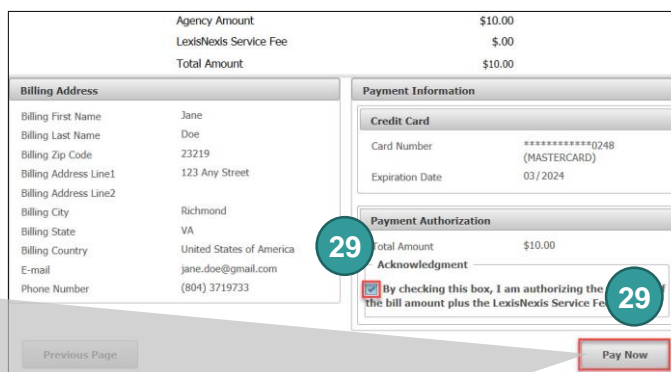
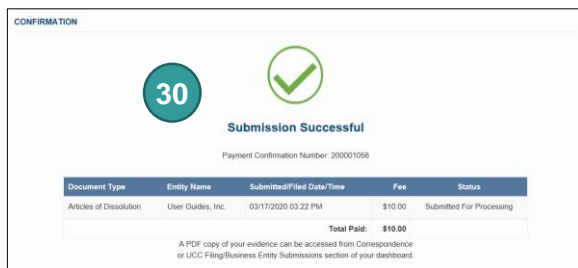
28 Click **Continue**.

Terminate a Virginia Corporation

- 29 Check the **Acknowledgement** radio button and click **Pay Now**.

Note: Do not close the browser window.

- 30 You will be directed to a confirmation screen.



Articles of Termination

- 1 Log on to CIS at <https://cis.scc.virginia.gov/>.

Note: Google Chrome, Internet Explorer or Microsoft Edge are recommended.

- 2 Click **Online Services** on the top left.
- 3 Under Business Entities, click **Existing Businesses**.

- 4 Select the **Virginia Entity** radio button. Then, select **Stock Corporation** or **Nonstock Corporation** from the drop-down.

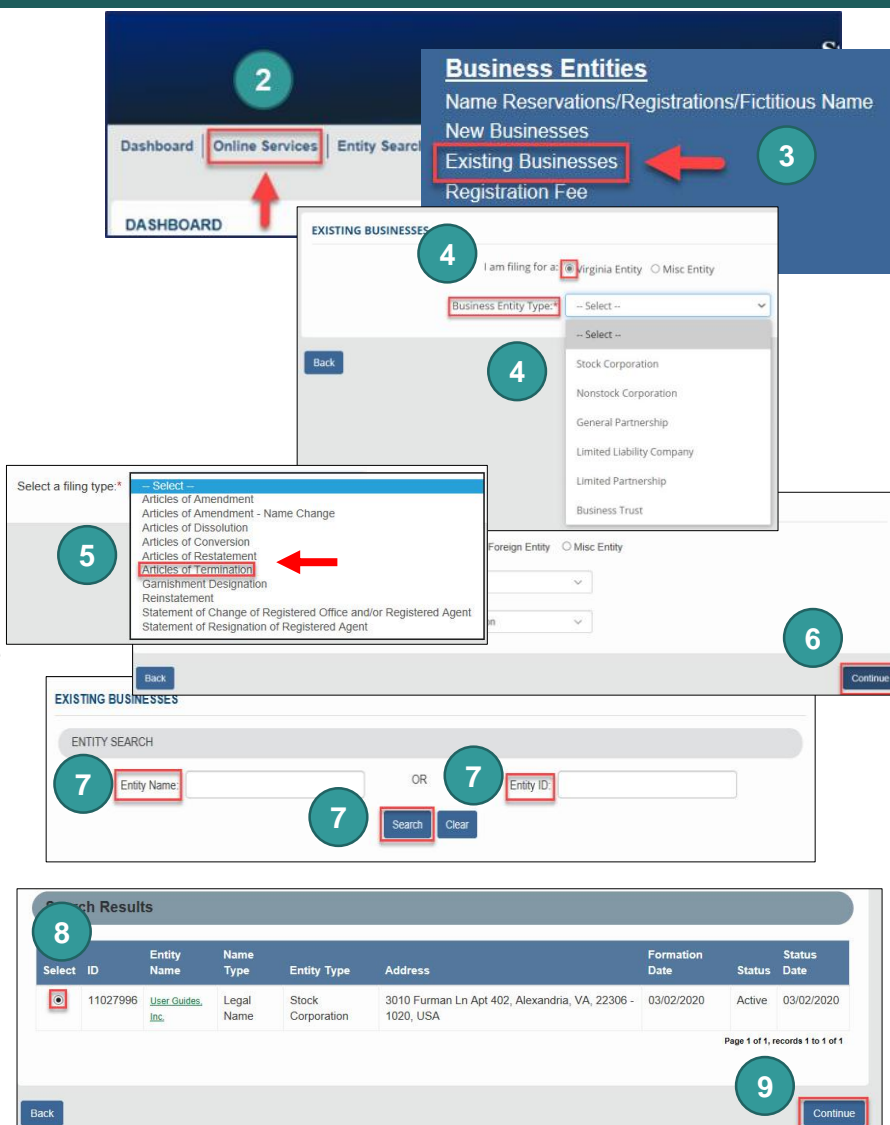
- 5 Select **Articles of Termination** from the drop-down.

- 6 Click **Continue** on the bottom right.

- 7 Enter either the **Entity Name** or the **Entity ID** number and click **Search**.

- 8 Click the **Select** button next to your business' name. DO NOT click the green entity name.

- 9 Click **Continue**.



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10 Review the **Entity Information**. If needed, update the **Entity Email Address** and/or the **Contact Number**.

11 Click **Next**.

12 **OPTIONAL:** Upload Articles of Termination. Check the **The uploaded document will act as the filing image** radio button.

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16 Complete all fields marked with an asterisk (*) in the **Signature Information** section and click **Add**.

17 Click **OK** in the pop-up box.

18 Click **Next**.

19 Select the appropriate circumstance radio button(s) for either:

1A Virginia Stock Corporation

1B Virginia Nonstock Corporation

20 Click **Next**.

ARTICLES OF TERMINATION

Entity Information

Entity Name: User Guides, Inc. Entity Type: Stock Corporation

Entity ID: 11027996 Formation Date: 03/02/2020

Status: Active

Entity Email Address: @scc.virginia.gov Contact Number:

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File Name

Action

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Signature Information

The undersigned affirms that the information contained in this electronic submission is accurate and complete and that the undersigned is legally authorized to sign the document. The undersigned acknowledges that it is intended to sign a document that is later in any material respect with the intent that it be delivered to the Commission for filing.

The person signing this statement certifies that after the foregoing change or changes are made, the corporation will be in compliance with the requirements of § 13.1-634 or § 13.1-633 of the Code of Virginia, as the case may be.

Signing as: Individual On Behalf of Business Entity

Signature

Printed Name

First Name Middle Name Last Name Suffix

Add

Signature Added Successfully

OK

Next

Printed Name Signature Title Action

Teresa Hudgins Teresa Hudgins Member

All the assets of the corporation have been distributed.

The dissolution of the corporation has not been revoked.

OR

The corporation has not commenced business.

No debt of the corporation remains unpaid.

The net assets of the corporation remaining after winding up have been distributed.

A majority of the initial directors authorized the dissolution.

Initial directors were not named in the articles of incorporation and have not been elected, and a majority of the incorporators authorized the dissolution.

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