

INSTRUCTIONS TO FORM SCC710N – ARTICLES OF AMENDMENT – CHANGING THE NAME OF A VIRGINIA STOCK CORPORATION, By Unanimous Consent of the Shareholders

Filing Requirements									
Pay all fees and penalties before submitting these articles of amendment to the Commission. If these articles are filed with an effective date on or before the annual registration fee due date, payment of the registration fee for the current year is not required prior to filing the articles.									
Required Fees	Filing Fee: \$25.00								
File Online Today	Paper Filing								
Visit https://cis.scc.virginia.gov to file the articles of amendment in real time.	Download from https://scc.virginia.gov/pages/Virginia-Stock-Corporation complete, print, and mail or deliver to below address:								
Questions? Visit the CIS help page at https://scc.virginia.gov/pages/CIS-Help for how-to guides, answers to frequently asked questions, and helpful videos.	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">State Corporation Commission</td> <td style="width: 50%;">Courier Delivery Address</td> </tr> <tr> <td>Clerk's Office</td> <td>1300 E. Main St, 1st floor</td> </tr> <tr> <td>P.O. Box 1197</td> <td>Richmond, VA 23219</td> </tr> <tr> <td>Richmond, VA 23218-1197</td> <td></td> </tr> </table>	State Corporation Commission	Courier Delivery Address	Clerk's Office	1300 E. Main St, 1 st floor	P.O. Box 1197	Richmond, VA 23219	Richmond, VA 23218-1197	
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Pay online with a credit card or eCheck. No additional processing fees apply for filing online.	Include a check payable to State Corporation Commission. DO NOT SEND CASH.								

IMPORTANT: The proposed corporate name must contain the word "corporation," "incorporated," "company" or "limited"; or the abbreviation "corp.," "inc.," "co." or "Ltd." See § 13.1-630 of the Code of Virginia. In addition, if the corporation is a professional corporation organized under the provisions of Chapter 7 of Title 13.1 of the Code of Virginia, the proposed corporate name may include the phrase "professional corporation" or "a professional corporation" or the initials "P.C." or "PC" at the end of its corporate name in lieu of the foregoing words and abbreviations. See § 13.1-544.1 of the Code of Virginia.

The proposed name must be distinguishable from other entity names on record with the Commission. To check the availability of a proposed name, visit <https://cis.scc.virginia.gov>, or contact the Clerk's Office.

The articles must be executed in the name of the 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. The printed name and corporate title of the authorized representative who signs the articles on behalf of the corporation must be set forth. Set forth the date the articles of amendment were signed.

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.

NOTE

Other methods of adopting an amendment to the articles of incorporation are (i) by a less-than-unanimous vote of the shareholders, as provided in § 13.1-707 of the Code of Virginia and (ii) by action of the board of directors or the incorporators without shareholder action, as provided in § 13.1-706 or § 13.1-709 of the Code. Adoption provisions that accommodate these situations may be found in guideform SCC710, which may be downloaded from our website at <https://scc.virginia.gov/pages/Virginia-Stock-Corporations>

Important Information

The form must be completed in the English language, typewritten or legibly printed in black ink.

Do not include personally identifiable information, such as a Social Security number, in a business entity document submitted to the Office of the Clerk for filing with the Commission. Information in these documents is available to the public. For more information, see Notice Regarding Personally Identifiable Information at scc.virginia.gov/pages/About-the-Clerks-Office



Form
SCC710N
 (Rev. 09/20)

State Corporation Commission

**ARTICLES OF AMENDMENT – CHANGING THE
 NAME OF A VIRGINIA STOCK CORPORATION
 By Unanimous Consent of the Shareholders**

The undersigned, on behalf of the corporation set forth below, pursuant to § 13.1-710 of the Code of Virginia, states as follows:

1. The current name of the corporation is _____
 _____.
2. The name of the corporation is changed to _____
 _____.
3. The foregoing amendment was adopted by unanimous consent of the shareholders on

 (date)

Executed in the name of the corporation by:

_____	_____
(signature)	(date)
_____	_____
(printed name)	(corporate title)
_____	_____
(telephone number (optional))	(corporation's SCC corporate ID no.)

(The execution must be 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.)