



COMMONWEALTH OF VIRGINIA  
STATE CORPORATION COMMISSION

LLC-1017  
(07/10)

STATEMENT OF RESIGNATION OF REGISTERED AGENT

\_\_\_\_\_  
(name of registered agent)

hereby resigns as the registered agent for

\_\_\_\_\_  
(name of limited liability company)

\_\_\_\_\_  
(limited liability company's SCC ID #)

The registered office of the limited liability company is also discontinued.  
(MARK THIS BOX IF APPLICABLE)

The above-named registered agent hereby certifies that a copy of this statement will be mailed by certified mail to the principal office of the limited liability company on or before the business day following the day on which this statement is filed with the Commission.

\_\_\_\_\_  
(signature of individual resigning as registered agent)

\_\_\_\_\_  
(printed name)

\_\_\_\_\_  
(date)

**OR**

\_\_\_\_\_  
(name of business entity resigning as registered agent)

By:

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(printed name and title)

\_\_\_\_\_  
(date)

**PRIVACY ADVISORY:** Information such as social security number, date of birth, maiden name, or financial institution account numbers is NOT required to be included in business entity documents filed with the Office of the Clerk of the Commission. Any information provided on these documents is subject to public viewing.

**NOTICE TO THE ABOVE-REFERENCED LIMITED LIABILITY COMPANY**

The registered agent's resignation becomes effective on the 31<sup>st</sup> day after the date on which the Statement of Resignation is filed with the Commission. The law requires each domestic and foreign limited liability company authorized to transact business in Virginia to continuously maintain in Virginia a registered agent and a registered office. The limited liability company must appoint a new registered agent and, if appropriate, establish a new registered office on or before the effective date of the resignation by filing with the Commission a Statement of Change of Registered Office and/or Registered Agent on a form prescribed by the Commission. A Statement of Change form can be completed and filed electronically through the Commission's SCC eFile portal at <https://sccfile.scc.virginia.gov/>. A Statement of Change form can also be requested on the Commission's website at <http://www.scc.virginia.gov/clk/ElectronicFormRequest.aspx>, or by contacting the Clerk's Office at (804) 371-9733 or toll-free in Virginia at (866) 722-2551. If the limited liability company fails to appoint a new registered agent and, if applicable, establish a new registered office, its existence or its certificate of registration to transact business in Virginia ultimately will be automatically canceled.

**SEE INSTRUCTIONS ON THE REVERSE**

## INSTRUCTIONS TO FORM LLC-1017

The statement must be in the English language, typewritten or printed in black, legible and reproducible. The document must be presented on uniformly white, opaque paper, free of visible watermarks and background logos.

**This statement can be completed and filed electronically through SCC eFile at <https://sccefile.scc.virginia.gov/>.**

If the registered agent is a business entity, the statement must be executed in the name of the business entity by a person authorized to act on behalf of the registered agent, and the printed name and title of the person signing on behalf of the registered agent must be set forth next to the signature.

***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 § 13.1-1006 of the Code of Virginia.***

Submit the original, signed statement to the Clerk of the State Corporation Commission, P.O. Box 1197, Richmond, Virginia 23218-1197, (Street address: 1300 East Main Street, Tyler Building, 1<sup>st</sup> floor, Richmond, Virginia 23219). If you have any questions, please call (804) 371-9733 or toll-free in Virginia, (866) 722-2551.

### NOTE

The agency appointment will be terminated, and if so provided, the registered office discontinued, on the 31<sup>st</sup> day after the date on which the statement is filed with the Commission. See § 13.1-1017 B of the Code of Virginia.