



New Mexico  
**Secretary of State**

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CORPORATIONS BUREAU  
CHARTERED DOCUMENTS DIVISION  
325 DON GASPAR, SUITE  
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REQUIREMENTS TO AMEND A CERTIFICATE OF REGISTRATION  
OF A FOREIGN LIMITED LIABILITY COMPANY  
(53-19-51 NMSA 1978)

**FILING FEES: Application for Amended Certificate of Registration, \$50** (submit a signed original of the application, together with a duplicate copy which may be either signed or photocopied; the duplicate copy and an Amended Certificate of Authority will be returned for the company's records). **The following fees apply only if you want an additional copy or copies to be certified: \$25** per certified copy; if you do not provide the extra copy, a reproduction fee of **\$1** per page, minimum **\$10** is charged in addition to the \$25 certification fee. Payment of fees must be made by **check or money order**, made payable to the New Mexico Secretary of State. The New Mexico Secretary of State does not accept cash payment for any fees.

**PURPOSE OF FILING:** A foreign limited liability company registered to transact business in New Mexico shall apply for an Amended Certificate of Registration if: 1) it changes its limited liability company name in its domestic state; 2) the identity of the persons in whom management of the company is vested has changed since filing the original application for Registration.

**FILING OF APPLICATION FOR AMENDED CERTIFICATE OF REGISTRATION:** The foreign limited liability company shall file with the Secretary of State: **(1) the signed original of the application for Amended Certificate of Registration, together with a duplicate copy** which may be either signed or photocopied; **(2) a copy of the amended articles of organization** which must be originally authenticated by the appropriate official custodian of limited liability company records for the domestic state; and **(3) \$50** filing fee. If the Secretary of State finds that the documents delivered for filing conform with the provisions of the Limited Liability Company Act, it shall, when all required filing fees have been paid, retain the signed original in the files of the Secretary of State and return the duplicate together with an Amended Certificate of Registration.

**EXECUTION OF DOCUMENTS:** The application for Amended Certificate of Registration must be signed by a person with authority to do so under the laws of the state or country of its organization.

**NOTE:** Please refer to sections 53-19-47 to 53-19-74 of the New Mexico Limited Liability Company Act for the complete statutes governing a foreign limited liability company in New Mexico. A copy of the statutes can be obtained from this office at your request. The Corporations Bureau can only act in an administrative capacity. We cannot offer you legal advice or opinion on your particular filing. We recommend that you consult with your own attorney and accountant if you have legal questions concerning your limited liability company.

**INCLUDED IN THIS PACKET ARE INSTRUCTIONS FOR COMPLETING OUR FORMS.  
PLEASE FOLLOW THESE INSTRUCTIONS CAREFULLY.**

*Please visit our website at: [www.sos.state.nm.us](http://www.sos.state.nm.us)*

**DOCUMENTS MUST BE TYPED OR PRINTED LEGIBLY**

**Instructions For Completing Form FLLC-AM (Application for Amended Certificate of Registration)**

Item 1: Enter the complete name of the limited liability company, as it currently appears on the records of the Secretary of State, and the NM CORP # (charter ID number found on the Certificate of Registration).

Item 2: Enter the date the original application for Certificate of Registration was filed with the Secretary of State. This is the date that appears on the Certificate of Registration.

Item 3: If filing to obtain an Amended Certificate of Registration because the limited liability company changed its name in its domestic state, enter the new name of the limited liability company, exactly as it appears on the authenticated copy of the amended Articles of Organization as filed in the domestic state, which copy must accompany this application.

Item 4: If filing to obtain an Amended Certificate of Registration to reflect a change in the identity of the persons in whom management of the company is vested, enter the names of the names of those persons in Item 4.

Date and Execution: Enter the date the application was executed (signed). Enter the current name of the limited liability company on the line provided. The application must be signed by a person with the authority to do so under the laws of the state or country of its organization.