

**LAO**

KANSAS SECRETARY OF STATE  
**Kansas Series Limited Liability Company  
 Articles of Organization**

All information on the articles of organization **must be complete** and accompanied by **the correct filing fee** or the document will **not** be accepted for filing.

## GENERAL FILING INSTRUCTIONS

<input type="checkbox"/> <b>Filing fee</b>	The filing fee for this document is <b>\$165</b> .
<input type="checkbox"/> <b>Payment</b>	<p>Please submit payment by check, money order, or credit card. Checks and money orders need to be made payable to the Secretary of State. Forms received without the appropriate fee will not be accepted for filing. <b>Please do not send cash.</b></p> <p><b>NOTICE: There is a \$25 service fee for all checks returned by your financial institution.</b></p> <p>Visa, MasterCard, Discover, and American Express are accepted. To use a credit card, please provide the following information:</p> <p><b>Credit card number</b> _____</p> <p><b>Billing zip code</b> _____ <b>Expiration date</b> _____</p>
<input type="checkbox"/> <b>Daytime phone and contact person</b>	_____
<input type="checkbox"/> <b>Fax filing available</b>	<p>Documents may be fax filed for a processing fee of <b>\$20 in addition</b> to the normal filing fee. Include contact name, daytime phone number, credit card number, credit card expiration date and billing zip code.</p> <p>Fax documents and payment information to <b>Business Services, 785-296-4570</b>. Faxed documents will receive that day's file date if they are without errors and received prior to 4 PM CST.</p> <p>Processed documents will be returned by mail. You may request a file-stamped copy be faxed for an additional \$1 per page. Fax filing does not guarantee same day activation or return faxing.</p>
<input type="checkbox"/> <b>No duplicate copies</b>	Please do not send duplicate copies of your document. The original is processed, and returned to you by mail.
<input type="checkbox"/> <b>No email</b>	We cannot accept any filings by email, except for the MA mailing address change form.
<input type="checkbox"/> <b>No filing by phone</b>	No documents or reports can be filed with our office by phone.
<input type="checkbox"/> <b>Public information</b>	All documents filed with our office are available to the public and may be viewed online without cost. Please consider this when providing information on our forms. Instructions and payment information are shredded after use.

Please  
Do Not  
Staple



KANSAS SECRETARY OF STATE  
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**Articles of Organization**

# LAO FORM INSTRUCTIONS

**Effective Date:** Any document that is required by this act to be filed with the Secretary of State shall be effective upon its filing date. Any document may provide that it is not to become effective until a specified date subsequent to its filing date, but such date shall not be later than 90 days after its filing date.

If you wish to include a future effective date for your articles of organization that is not more than 90 days after filing with the Secretary of State, please add the following information at the bottom of the DL form under Item 5 (signature block):

**“Effective Date: \_\_/\_\_/\_\_\_\_.”**

**Question on Form**

<b>1. Company name</b>	A word of organization must be included in the name per K.S.A. 17-7920. Permitted words of organization are “Limited Company,” “Limited Liability Company,” or the abbreviation “L.C.,” “L.L.C.,” “LC” or “LLC.” Kansas statutes can be reviewed at <a href="http://www.ksrevisor.org">www.ksrevisor.org</a> .
<b>2. Resident agent</b>	The resident agent is a person or entity that is authorized to accept service of process (lawsuits) on behalf of the business entity. This does not necessarily mean that the agent himself/herself is being sued, but that he/she has the authority and responsibility to accept service of process on behalf of the business.
<b>Registered office</b>	The registered office is the address where the resident agent is located.
<b>6. Signature</b>	The articles of organization require the signature of one or more authorized persons to form the limited liability company.

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**Articles of Organization**

Memorial Hall, 1st Floor  
 120 S.W. 10th Avenue  
 Topeka, KS 66612-1594

(785) 296-4564  
 kssos@ks.gov  
 www.sos.ks.gov

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THIS SPACE FOR OFFICE USE ONLY.

**1. Name of limited liability company**

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**2. Name of resident agent and address of registered office in Kansas**

Must be a street, rural route, or highway. A P.O. box is unacceptable.

Name		
Address		
City	State <b>KS</b>	Zip

**3. Mailing address**

This address will be used to send official mail from the Secretary of State's office.

Attention Name			
Address			
City	State	Zip	Country

**4. Tax closing month**

Month
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**5.** The operating agreement for this limited liability company provides for the establishment of one or more series. If the limited liability company has filed a certificate of designation for each series which is to have limited liability, then the debts, liabilities, obligations and expenses incurred, contracted for or otherwise existing with respect to such series shall be enforceable against the assets of such series only, and not against the assets of the limited liability company generally or any other series thereof, and, unless otherwise provided in the operating agreement, none of the debts, liabilities, obligations and expenses incurred, contracted for or otherwise existing with respect to the limited liability company generally or any other series thereof shall be enforceable against the assets of such series. Neither the preceding sentences nor any provision pursuant thereto in an operating agreement, articles of organization or certificate of designation shall: Restrict a series or limited liability company on behalf of a series from agreeing in the operating agreement or otherwise that any or all of the debts, liabilities, obligations, and expenses incurred, contracted for, or otherwise existing with respect to the limited liability company generally or any other series thereof shall be enforceable against the assets of such series; or restrict a limited liability company from agreeing in the operating agreement or otherwise that any or all of the debts, liabilities, obligations, and expenses incurred, contracted for, or otherwise existing with respect to a series shall be enforceable against the assets of the limited liability company generally.

**6. I/We declare under penalty of perjury pursuant to the laws of the state of Kansas that the foregoing is true and correct.** (The signature of one or more authorized persons is required.)

Signature of Authorized Person

X

Signature of Authorized Person

X