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**NEW YORK LIMITED LIABILITY COMPANY
CERTIFICATE OF CHANGE ORDER FORM**

The Name of the LLC is: _____

Date of Filing of Articles of Organization: _____

The changes requested are as follows: _____

Service of Process
Address: _____

Contact Person Name: _____ Telephone: _____

PAYMENT

To begin the filing process, payment in the amount of \$350.00 is due and payable to Richmond Corporate Service Group LLC. A final bill will then be prepared and forwarded to you for approval. If you choose to have our office arrange publication, obtain an EIN or order a corporate book, additional charges may apply.



If you would like to pay by credit card, an additional 4% surcharge will be added to your invoice at the time of completion. Richmond Corporate Service Group LLC accepts MasterCard, Visa, Discover & American Express.

I authorize Richmond Corporate Service Group, LLC to charge my:

_____ MasterCard _____ Visa _____ Discover _____ American Express

Name on Card: _____

Address: _____

Card No.: _____ Expiration Date: _____

CCV Code: _____ E-Mail Address for Receipt: _____

Signature of Card Holder: _____ Date: _____

RCSG HOUSE ACCOUNT CHARGE

I wish to charge this to my RCSG House Account No.: _____, which will be billed to me in accordance with the terms and conditions as set forth in our House Account Agreement with Richmond Corporate Service Group LLC.

Company Name: _____

Authorized Signatory: _____ Date: _____