

Filing Fee \$35.00

**DOMESTIC
BUSINESS CORPORATION

STATE OF MAINE

COMMERCIAL CLERK

STATEMENT OF
APPOINTMENT or CHANGE**

<p>_____</p> <p>Deputy Secretary of State</p> <hr/> <p>A True Copy When Attested By Signature</p> <hr/> <p>_____</p> <p>Deputy Secretary of State</p>
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(Name of Corporation as it appears on the records of the Secretary of State)

Pursuant to [5 MRSA §§105 & 108](#) the undersigned corporation executes and delivers the following statement of appointment or change of a commercial clerk.

FIRST: The name and address of the current clerk appearing on the record in the Secretary of State's office:

(name of current clerk)

(physical street address, city, state and zip code)

SECOND: The new CRA Public number is: _____

The name of the new CRA is: _____

THIRD: Pursuant to [5 MRSA §108.3](#), the clerk as listed above has consented to serve as the clerk for this corporation.

FOURTH: Upon a change in commercial clerk, one of the following must be completed: ("X" one box only.)

The change of commercial clerk was duly authorized by the board of directors of the corporation and that the power to appoint the commercial clerk is not reserved to the shareholders by the articles or the bylaws.

The change of commercial clerk was duly authorized by the shareholders of the corporation.

DATED _____

*By _____
(signature)

(type or print name and capacity)

*This statement **MUST** be signed by any duly authorized officer.

Please remit your payment made payable to the Maine Secretary of State.

Submit completed form to: **Secretary of State
Division of Corporations, UCC and Commissions
101 State House Station, Augusta, ME 04333-0101
Telephone Inquiries: (207) 624-7752 Email Inquiries: CEC.Corporations@Maine.gov**

Customer Contact Cover Letter

Name of entity(s) on the submitted filings:

Optional special handling request(s): (check only if applicable)

- Hold attested copy for pick up (will be required to pick up at our office in Augusta, Maine)
- 24-hour expedited filing (next business day) service: **\$50** additional filing fee per entity
- Immediate expedited filing (same business day): **\$100** additional filing fee per entity

NOTE: Only one expedite fee is required if filing multiple documents for the same entity/charter number at the same time.

Payment can be made by check or money order (payable to Maine Secretary of State) or by credit card. You may obtain a credit card voucher at <https://www.maine.gov/sos/cec/forms/credit.pdf>.

Total fee(s) enclosed: \$ _____

(Name of contact person)

(Daytime telephone number)

(Contact email address for this filing)

(Email address to use for annual report reminders)

Name and address of person **to return the attested copy** of the completed filing:

(Name of attested copy recipient)

(Firm or Company)

(Mailing Address)

(City, State & Zip)

NOTE: Failure to provide a contact name and telephone number or email address will result in any erroneous filing(s) being returned to the filer by the Secretary of State's office.

For questions regarding the above filing(s), please call or email our office at (207) 624-7752 or cec.corporations@maine.gov

Submit filings to:

Mailing Address if using US Postal Service

Department of the Secretary of State
Corporations, UCC and Commissions
101 State House Station
Augusta, ME 04333-0101

Mailing Address if using FedEx/UPS

Department of the Secretary of State
Corporations, UCC and Commissions
111 Sewall Street, 4th Floor
Augusta, ME 04330