



STATE OF NEW MEXICO

MAGGIE TOULOUSE OLIVER

SECRETARY OF STATE

Foreign Nonprofit Amendment Checklist

The attached application must be filled out in its entirety. All fields with an asterisk * are required.

You must attach a Certificate of Good Standing issued by your domestic state **dated within 30 days** of being received and accepted by our office. Some states refer to it as a Certificate of Existence or Certificate of Fact.

You must attach a certified copy of the amendment that has taken place in your domestic state.

The filing fee is \$20. Please make the check or money order payable to New Mexico Secretary of State or NMSOS.

Mail entire application along with the required information listed above to:

New Mexico Secretary of State

Business Services Division

325 Don Gaspar, Suite 300

Santa Fe, NM 87501



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Type or Print Legibly
\$20 Filing Fee

Foreign Nonprofit Corporation

Application for Amended Certificate of Authority

The undersigned corporation, in order to apply for an Amended Certificate of Authority under the New Mexico Nonprofit Corporation Act, submits the following statement:

1: * The **business ID number, name, and DBA name(s)** of the corporation as currently registered and the :

***The Certificate of Authority was issued on the following date:** _____

Email Address: _____ Phone Number: _____

2: * The corporation is being amended as follows:

***Executed Date:**

***Signature of Officer**

***Printed Name**

325 DON GASPAR, SUITE 300 | SANTA FE, NEW MEXICO 87501
PHONE: (505) 827-3600 or (800) 477-3632 | FAX: (505) 827-8081
WWW.SOS.STATE.NM.US



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Document Delivery Instruction Form

Please fill out in its entirety

Contact Name: _____

Contact Phone Number: _____

Attention: _____

Mailing Address: _____

City State Zip code

Email Address: _____

All documents will be emailed to the email address listed. If an email address is not provided the documents will be mailed to the address listed.

check if you choose to pick up your documents

Documents listed for pick up must be picked up within five business days or documents will be emailed.

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