



West Virginia Secretary of State
Business Division
(304) 558-8000
wvsos.gov

Rev. 2/20/2018

Amendment to Limited Liability Partnership (Domestic and Foreign)

Follow the instructions below to file an amendment to limited liability partnership for domestic and foreign entities [per WV Code 47B-1-5(d)].

- Filing Fee: **\$25.00**
- Submit to Secretary of State on company letterhead the following information:
 1. Name the limited liability partnership filing the amendment statement.
 2. Identify the amendment statement.
 3. State the substance of the amendment.
 4. Print name of partner authorized to file the amendment.
 5. Signature(s) of partner(s) having authority to file the amendment.
- Attach the completed [Customer Order Request](#) form to the amendment statement.
 - Payment types (*do not mail cash*):
 - **Credit Card:** You must include the [e-Payment Authorization](#) form to provide credit card payment information.
 - **Check or Money Order:** Make payable to *WV Secretary of State*.
- Follow the [Filing Instructions](#) to submit the amendment statement for filing.