



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

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## **Conversion Filing Requirements**

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### **Foreign Corporation to foreign Limited Liability Company**

Submit together as one document the items below with the filing fees to Secretary of State to file the conversion.

1. **Certified copy of the conversion** as filed in the home state of incorporation.
2. **Application for [Certificate of Authority of LLC](#)** (Form [LLF-1](#))
3. **Certificate of Good Standing (Existence)** for the LLC from the home state of formation.
4. Filing Fee: **\$25.00\***

*\*Does not include expedite service fee, if applicable.*