Frank LaRose
Ohio Secretary of State

Telephone: 614-466-3910
Toll-free: 877-767-3453
OhioSoS.gov | Business@OhioSoS.gov
File online or for more information: OhioBusinessCentral.gov

Return Documents To:

Name *(Individual or Business Name):*

Email Address *(Required):*

To the Attention of *(If Necessary):*

Address:

City:

State

ZIP Code:

Phone Number:

SERVICE TYPE - Check only **ONE** item below.

Expedited Fees are IN ADDITION to the filing fee on the form.
Failure to include the expedite fee or indicate a selection will result in regular service.

☐ **Regular Service**
- No Expedite Fee.
- Processing Time: 3-7 business days.

☐ **Expedite Service 1**
- Fee: $100
- Processing Time: 2 business days after receipt.

☐ **Expedite Service 2**
- Fee: $200
- Processing Time: 1 business day after receipt.

☐ **Expedite Service 3 (in-person delivery is required)**
- Fee: $300
- Processing Time: 4 hours if received by 1:00 p.m. If received after 1:00 p.m., documents will be processed by noon the following business day.

☐ **Preclearance Filing**
- Fee: $50
- Processing Time: 1-2 business days after receipt.

Form 526B Prescribed by:

Frank LaRose
Ohio Secretary of State

For screen readers, follow instructions located at this path.

INSTRUCTIONS

- Include the filing fee.
- Make check or money order payable to Ohio Secretary of State.
- Print on single-sided 8 ½ x 11 paper.
- Double sided paper will be rejected.
- Information must be typed.
- Illegible forms will be rejected

MAIL TO

Regular Service:
P.O. Box 788
Columbus, OH 43216

OR

Expedite Service:
P.O. Box 1390
Columbus, OH 43216

Bulk Agent Name and/or Address Standardization

(May only be used when updating 6 or more entities)

FILING FEE: $125.00

Check box 1, box 2, or both boxes. Form must be typed.

***Note: This form may not be used to appoint a new statutory agent. Review the instructions to avoid rejection.*

☐ **(1) Standardize the statutory agent's name on record.**

Provide every name variation. If additional fields are required, attach the list of name variations.

Agent Name Variations

Standardized Agent Name

☐ **(2) Standardize the address for the statutory agent on record.**

Provide every address variation. If additional fields are required, attach the list of address variations.

Address variation:

Street Address

City State ZIP Code

Address variation:

Street Address

City State ZIP Code

Update address to:

Street Address

City State ZIP Code

****Post office boxes and CMRAs are not allowed.**

I hereby request the Secretary of State to standardize the name and/or address for the Statutory Agent indicated on page one as shown. I acknowledge that entities containing an agent address that are not a variation of the above address will not be changed.

_____
Authorized Signature

_____
Print Name

Instructions for Bulk Agent Name and/or Address Standardization

This form may only be used to standardize the statutory agent's name and/or address. This form **MAY NOT** be used to appoint a new statutory agent.

Pursuant to Ohio Revised Code 1701.07, 1702.06, 1703.06, 1782.04, 1706.09 and 1746.04, the statutory agent's address must be in Ohio.

Standardization of Statutory Agent Name (Box 1)
If the agent's name should be “Donald A. Duck, Esq.”, but it is also recorded in our office as “Donald Duck”, “Donald Duck, Attorney at Law”, etc., a request to standardize the name will change all variations of the name specified on the form to the standardized name. This form must be signed by an authorized representative of the entity.

Standardization of the Statutory Agent Address (Box 2)
If the agent's address should be “123 Main Street, Suite 100”, but it is also recorded in our office as “123 Main Street” or “123 Main St.”, etc., a request to standardize the address will change all variations of the address specified on the form to the standardized address. This form must be signed by an authorized representative of the entity.

Documents containing social security numbers or tax identification numbers will be rejected.