Frank LaRose
Ohio Secretary of State

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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 545 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 1329
Columbus, OH 43216

OR

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

Amendment/ Cancellation of Partnership Statement

(Partnership / Limited Liability Partnership)

Filing Fee: $25.00

(190-PSC)

Form Must Be Typed

(CHECK ONLY (1) BOX)

☐ Amendment (PAM)	☐ Cancellation (PSX)

Name of Partnership

Registration Number

Name of Statement to be amended or cancelled

Date Filed (MM/DD/YYYY)

State the substance of the amendment or cancellation.
For statutory agent address updates, post office boxes and CMRAs are NOT allowed. See instructions for details.

By signing and submitting this form to the Ohio Secretary of State, the undersigned hereby certifies that he or she has the requisite authority to execute this document.

Required

Must be signed by an authorized representative.

If authorized representative is an individual, then they must sign in the "signature" box and print their name in the "Print Name" box.

If authorized representative is a business entity, not an individual, then please print the business name in the "signature" box, an authorized representative of the business entity must sign in the "By" box and print their name in the "Print Name" box.

Signature

By (if applicable)

Print Name

Signature

By (if applicable)

Print Name

Signature

By (if applicable)

Print Name

Instructions for Amendment/Cancellation of Partnership Statement

This form should be used to amend or cancel any partnership statement filed with the secretary of state.

Name and Registration Number of the Partnership
The name and registration number of the partnership must be provided.

Name of Statement Being Amended or Cancelled and Date Filed
Please provide the name of the statement that the partnership intends to amend or cancel and also provide the date the original statement was filed with the secretary of state.

Appointment of Agent
Ohio business entities and foreign business entities that are registered or licensed in Ohio must appoint and maintain a statutory agent to accept service of process. The statutory agent must be one of the following: (1) A natural person residing in Ohio; or (2) a domestic or foreign business entity with an Ohio address.

Statutory Agent Address Requirements
A statutory agent address may either be the primary residence address of the agent or the usual place of business address. The statutory agent address must be an Ohio address.

Statutory Agent Address Prohibitions
Post Office (P.O.) boxes are **NOT** allowed.

Exception: If a Post Office Box and Rural Route Number are both provided, the address is allowed.

Commercial Mail Receiving Agency (CMRA) addresses are **NOT** allowed. A CMRA is a private business that rents private mailboxes to customers.

Substance of the Amendment or Cancellation
Please specify the substance of the amendment or cancellation. If the information you wish to provide for the record does not fit on the form, please attach additional provisions.

Additional Provisions
If the information you wish to provide for the record does not fit on the form, please attach additional provisions on a single-sided, 8 1/2 x 11 sheet(s) of paper.

Effective Date
The amendment or cancellation is effective on the date the amendment / cancellation is filed.

Signature(s)
After completing all information on the filing form, please make sure that the form is signed by an authorized representative.

****Note: Our office cannot file or record a document that contains a social security number or tax identification number, in any format, on this form.**