



## **INSTRUCTIONS FOR COMPLETING THE APPLICATION FOR A STATEMENT OF WITHDRAWAL:**

### **Foreign Limited Liability Company**

A foreign limited liability company authorized to transact business in Connecticut may withdraw its certificate of registration by filing a statement of withdrawal of registration.

#### **INSTRUCTIONS:**

1. **NAME OF LIMITED LIABILITY COMPANY IN STATE OR COUNTRY OF FORMATION:** Please provide the name of the limited liability company.
2. **THE NAME UNDER WHICH LIMITED LIABILITY COMPANY TRANSACTS BUSINESS IN CONNECTICUT:** Provide the name under which the limited liability company transacts business in Connecticut as it currently appears on the records of the Secretary of the State if other than the name stated in item number 1.
3. **STATE/COUNTRY OF FORMATION:** Please provide the limited liability company's state or country of formation.
4. **MAILING ADDRESS FOR PROCESS SERVED UPON THE SECRETARY OF THE STATE:** The limited liability company is required by law to appoint the Secretary of the State of Connecticut as its agent to receive legal process in any action suit or proceeding which is based upon a cause of action arising in Connecticut during the time it was authorized to transact business, see Conn. Gen. Stat. Sec. 34-275h. Therefore, please provide an address to which the Secretary of the State must mail a copy of any process received pursuant to this appointment. The address must include, at minimum, a street, city, state (or country if outside of the United States) and a postal code.
5. **EXECUTION:** The document must be executed / signed by an authorized official of the limited liability company. That person must print or type their name, state the capacity under which they sign and provide a signature. **The execution constitutes a legal statement under the penalties of false statement that the information provided in the document is true.**

### **OFFICE OF THE SECRETARY OF THE STATE**

#### **MAILING ADDRESS:**

COMMERCIAL RECORDING DIVISION,  
CONNECTICUT SECRETARY OF THE STATE,  
P.O. BOX 150470,  
HARTFORD, CT 06115-0470

#### **DELIVERY ADDRESS:**

COMMERCIAL RECORDING DIVISION,  
CONNECTICUT SECRETARY OF THE STATE,  
30 TRINITY STREET,  
HARTFORD, CT 06106

**PHONE:** 860-509-6003

**WEBSITE:** [www.concord-sots.ct.gov](http://www.concord-sots.ct.gov)