



Instructions L032i

General Information

A statutory agent of any LLC may resign by delivering to the Arizona Corporation Commission for filing a statement of resignation. See A.R.S. § 29-3117. Statutes are available on the Arizona Legislature's website, www.azleg.gov, by following the link for Arizona Revised Statutes.

The Statutory Agent Resignation form provided by the Arizona Corporation Commission meets the minimum statutory requirements. Use of the A.C.C.'s form is not required.

Does the statutory agent have to give the LLC notice? Yes. The statutory agent must mail notice of the resignation to the LLC at an address that is not the statutory agent's address.

When is the resignation effective? The resignation is effective as of the 31st day after the date on which the resignation is received by the Arizona Corporation Commission or upon appointment of a new statutory agent, whichever occurs first. See A.R.S. § 29-3117. Statutes are available on the Arizona Legislature's website, www.azleg.gov, by following the link for Arizona Revised Statutes.

What if I want to resign as the statutory agent for more than one corporation? A separate statutory agent resignation form must be submitted to the Arizona Corporation Commission for each LLC from which the statutory agent wishes to resign.

Filing fee: None.
For Expedited processing, add \$35.00.
For Two-Hour Service, add \$400.00.
For Same Day Service, add \$200.00.
For Next Day Service, add \$100.00.
For questions, contact our Call Center at 602-542-3026. All fees are nonrefundable. See A.R.S. § 29-3213.

Processing time. Processing times are posted on our website each Monday at www.ecorp.azcc.gov
For expedited (faster) processing, payment of the expedite fee plus

payment of the filing fee must be submitted. See A.R.S. § 29-3213. The expedite fee is \$35.00. See Decision No. 68008, July 22, 2005, Docket No. AC-00000A-05-0488. Same Day/Next Day Service fees, See Decision No. 77503, December 17, 2019, as amended on January 15, 2020. Docket No. ACC-00000A-19-0213.

Instructions

Number 1. List the exact name of the LLC as shown in the records of the Arizona Corporation Commission, including exact spelling, punctuation, and the LLC identifier such as Limited Liability Company or LLC, etc.

Number 2. List the exact name of the resigning statutory agent as it appears in the records of the Arizona Corporation Commission. If the name does not match exactly, the document will be rejected.

Number 3. Check only one box to indicate whether the principal address for the LLC is the same as the resigning statutory agent's street and/or mailing address. If "yes" is checked, complete number 3.1. If "no" is checked, continue with number 4.

Number 3.1. If you check "yes" in number 3, you must check one box (yes or no) to indicate whether the principal address for the LLC should be discontinued.

Number 4. Provide the address to which notice of the resignation was mailed to the LLC (see above under General Information). Complete all address blanks that are not marked optional.

Signature and Verification

The Statutory Agent Resignation may be signed only by the resigning statutory agent. If the statutory agent is shown on the records of the Arizona Corporation Commission is an individual, that individual must sign. If the statutory agent shown on the

records of the Arizona Corporation Commission is an entity, then an authorized representative of that entity may sign.

The document is submitted under penalty of law, and the "I accept" box must be checked.

Sign on the line underneath the "I accept" box. Print the name of the individual signing next to the signature.

Fill in the date.

Check the appropriate box underneath the signature line to indicate the capacity of the signer.

Submit the document

Cover Sheet. All documents must be submitted with a Cover Sheet. Forms are available on our website at this link: www.ecorp.azcc.gov

By Mail. Mail the completed paper document, cover sheet, and payment (see below for payment information) to:
Arizona Corporation Commission
Corporations Division - Examination Section
1300 W. Washington St.
Phoenix, Arizona 85007

In Person. Deliver the completed document, cover sheet, and payment (see below for payment information) to:
Arizona Corporation Commission
Corporations Division - Examination Section
1300 W. Washington St.
Phoenix, Arizona 85007

Payment Methods

Credit card. If submitting the document in person, payment by credit card is acceptable. Credit cards cannot be used if submitting by mail. The Arizona Corporation Commission accepts only Visa or MasterCard.

Check. If submitting the document by mail or in person, payment by check is acceptable. Checks must be made payable to "Arizona Corporation Commission," with all words spelled out and no abbreviations. Checks must be completely and properly filled out, including the amount sections.

We will not accept checks drawn on non-U.S. banks.

Money order. If submitting the document by mail or in person, payment by money order is acceptable.

Cash. If submitting the document in person, cash payments are acceptable at the Phoenix office ONLY (Tucson does not accept cash). Do not mail cash. NOTE: No bills larger than \$20.00 will be accepted.

Questions

For questions, contact Customer Service at 602-542-3026, or, within Arizona only, 800-345-5819.