

RAP FIRM/SP NAME CHANGE REQUEST

- All firm name changes must comply with [MN Rules 1105.7450](#) and must be approved by the Board before implementation or renewal. **Do not submit your renewal form until after the firm name change is approved by the Board.**
- If RAP firm (not RAP SP), along with this form, please submit a copy of the **Articles of Incorporation** or **Certificate of Authority** from the Minnesota Secretary of State showing the name change.
- If your firm’s legal form is changing, don’t use this form; instead submit a new [Firm Registration Form](#).
- You may mail (see address above) or email this form and the Secretary of State documents to boa@state.mn.us. Put “RAP Firm/SP Name Change Request” and your firm permit number in the subject line.

Current Firm Information

Firm Name _____ Firm Permit # _____

Primary Firm Address _____

City _____ State _____ Zip _____

Contact Name _____ Contact Phone _____

Legal form of firm prior to the name change:

| | |
|--|---|
| <input type="checkbox"/> Corporation | <input type="checkbox"/> Limited Liability Partnership |
| <input type="checkbox"/> Partnership | <input type="checkbox"/> Limited Liability Company |
| <input type="checkbox"/> Sole Proprietorship | <input type="checkbox"/> Foreign Firm Practicing in Minnesota |

Proposed Changes

Proposed Firm Name _____

Is your firm’s legal form changing? No Yes—**If yes, don’t use this form; instead submit a new [Firm Registration Form](#).**

List the name and complete address of every owner, partner, member, shareholder, director or officer of the firm who resides in or practices in Minnesota. Attach list, if necessary.

| Name | Address | City | State | Zip Code |
|------|---------|------|-------|----------|
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Explain in detail the reason for the change. Attach additional sheets if necessary.

If signing electronically, I agree that my electronic signature shall constitute the execution of this document in exactly the same manner as if I had signed by hand.

Signature of owner/managing partner/officer Printed Name Date