

**Form 408**  
**(Revised 05/11)**

Submit in duplicate to:  
Secretary of State  
P.O. Box 13697  
Austin, TX 78711-3697  
512 463-5555  
FAX: 512/463-5709  
**Filing Fee:** [See instructions](#)



This space reserved for office use.

**Change by Registered Agent to  
Name or Address**

**Registered Agent Information**

The name of the registered agent filing this statement is:

**Represented Entity Information**

The name of the entity represented by the registered agent is:

The file number issued to the represented entity by the secretary of state is: \_\_\_\_\_

The entity is a: (Select the appropriate entity type below.)

- |  |  |
|--|--|
| <input type="checkbox"/> For-profit Corporation                        | <input type="checkbox"/> Professional Corporation      |
| <input type="checkbox"/> Nonprofit Corporation                         | <input type="checkbox"/> Professional Association      |
| <input type="checkbox"/> Cooperative Association                       | <input type="checkbox"/> Limited Partnership           |
| <input type="checkbox"/> Limited Liability Company                     | <input type="checkbox"/> Limited Liability Partnership |
| <input type="checkbox"/> Foreign filing entity not listed above: _____ |  |

*Specify type of entity.*

If the registered agent represents more than one entity, then submit a simultaneous statement of change of address/name using SOSDirect or include the names, entity type and file numbers of any additional entities on the attachment included with this form.

**Change of Address of Registered Agent**

(Complete this section if the registered agent is changing its address.)

The address at which the registered agent maintained the entity's registered office is:

\_\_\_\_\_ TX  
*Street Address City State Zip Code*

The registered agent is changing its address and such address will become the registered office of the entity or entities named on this statement. The business address of the new registered office is:

\_\_\_\_\_ TX  
*Street Address (No P.O. Box) City State Zip Code*

## New Name of Registered Agent

(Complete this section if the registered agent is changing its name.)

The registered agent is changing its name and such name will become the new legal name of the registered agent of the entity or entities named on this statement. The new name of the registered agent is:

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### Notice

The registered agent filing this statement has give written notice of the change or changes to each entity listed on this statement at least 10 days before the statement was submitted for filing to the secretary of state.

### Effectiveness of Filing (Select either A, B, or C.)

A.  This document becomes effective when the document is filed by the secretary of state.

B.  This document becomes effective at a later date, which is not more than ninety (90) days from the date of signing. The delayed effective date is: \_\_\_\_\_

C.  This document takes effect upon the occurrence of a future event or fact, other than the passage of time. The 90<sup>th</sup> day after the date of signing is: \_\_\_\_\_

The following event or fact will cause the document to take effect in the manner described below:

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### Execution

The undersigned signs this document subject to the penalties imposed by law for the submission of a materially false or fraudulent instrument and certifies under penalty of perjury that the undersigned is authorized under the provisions of law governing the entity to execute the filing instrument.

Date: \_\_\_\_\_

By: \_\_\_\_\_

\_\_\_\_\_  
Signature of authorized person

\_\_\_\_\_  
Printed or typed name of authorized person (see instructions)



Texas and Foreign Nonprofit Corporations (\$15 per entity listed. Maximum fee of \$250 applies if more than 16 corporate entities are listed.)


Foreign Limited Liability Partnerships (\$15 per entity listed. Maximum fee of \$750 applies if more than 50 limited liability partnerships are listed.)
