



BUSINESS FILINGS EXTERNAL USER GUIDE

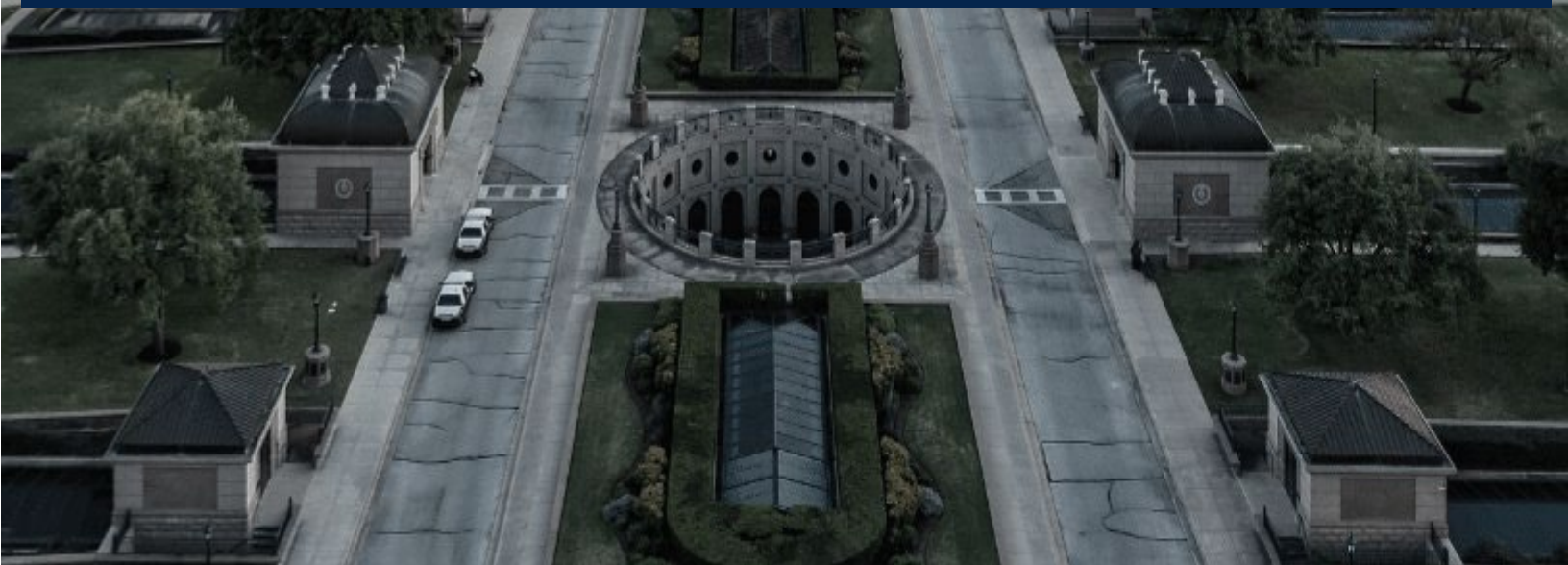


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1. Purpose

The purpose of this User Manual is to assist customers in navigating the Business Filings (BF) process through the State of Texas Secretary of State (SOS) online portal. This guide has been created to provide clear, step-by-step instructions for various BF-related tasks, to guide users in accurately completing their filings. The manual covers a range of procedures including:

- Create or Register an Entity—Certificate of Formation, Application for Registration
- Manage an Entity Record—Amendments, Reinstatement, Termination/Withdrawal, Assumed Names, Registered Agents, and other filings
- Limited Purpose Filings—Name Reservation, Name Registration, Appointment of Statutory Agent
- Mergers and Conversions—Merger or Conversion involving a Texas Entity

This manual aims to provide comprehensive and easy-to-follow guidance.

1.1 Business Filings Overview

The Business and Public Filings Division is responsible for the receipt, filing and permanent maintenance and retention of documents that create or affect businesses in the state of Texas. Business Filings include documents that form, register, amend, reinstate, and terminate domestic or foreign business entities, as applicable.

2. SOSPortal Account Overview and Login Process

To access the SOS Business Filings portal, you will need an SOSPortal account.

- To create an SOSPortal account, refer to the [SOSPortal Account Setup and User Access Guide](#) for step-by-step instructions

Step 1: Login to the SOSPortal by typing in your account email and password.



Texas Secretary of State

Main Site Website Policies News Site Index Help Contacts

Sign-in to SOS Portal

Email Address

Password

Sign in **Cancel**

[Forgot your password?](#)
[Need an account? Create Account](#)
[Get help with creating your account](#)

• Texas.gov • Where the Money Goes • Fraud Reporting
• Statewide Search • Texas Homeland Security • Texas Veterans Portal

Step 2: Choose a multifactor authentication (MFA) option

Please choose an MFA option to verify your account

☒ **Email the MFA Code**
Send a one-time verification code to your email inbox.

☐ **Register/Use your phone-based Authenticator app**
Use your phone-based authenticator app for secure sign-in codes.

Continue Cancel and return home

In this example, the Email option was selected.

Type in the verification code and select the **“Verify Code”** button to login.



Verification code has been sent. Please copy it to the input box below.

Email Address

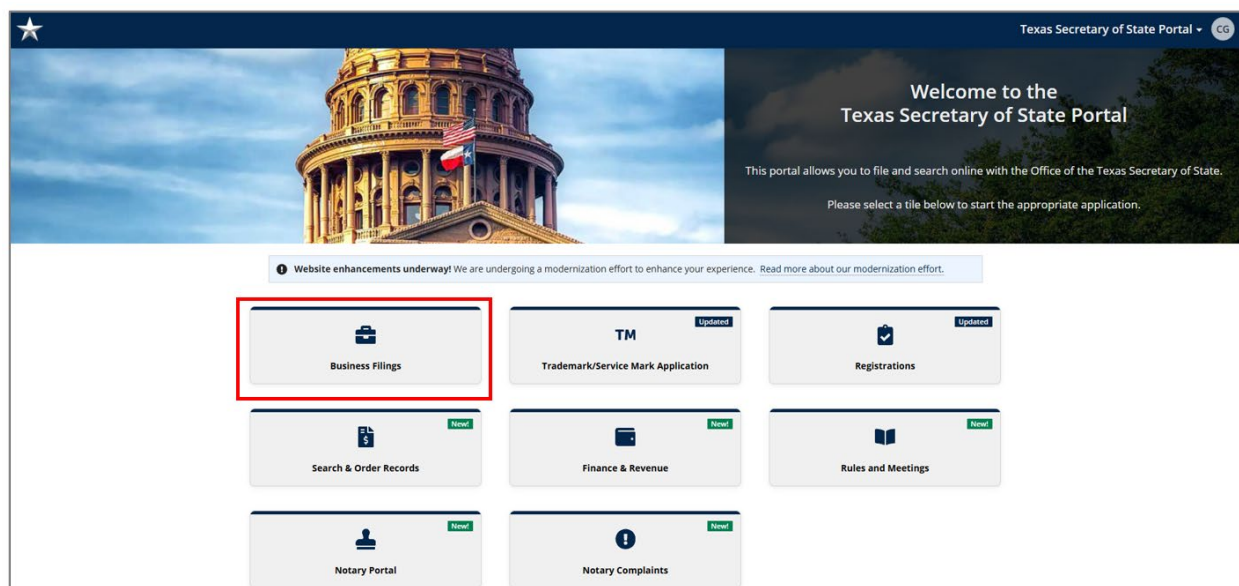
user@email.com

Verification Code

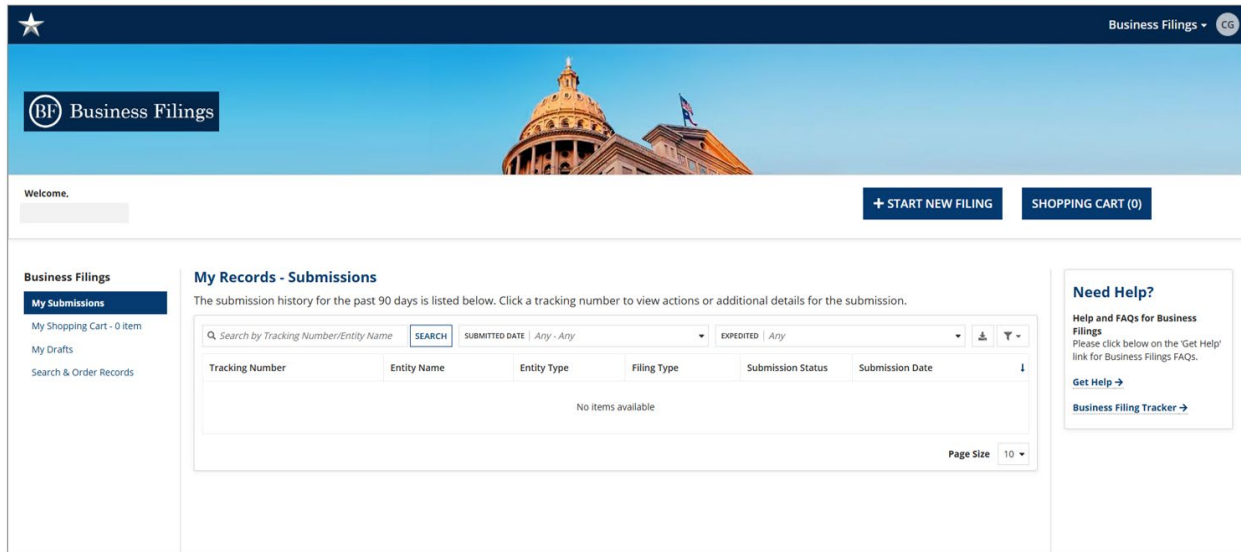
Verification Code

Verify code Send new code Cancel and return home

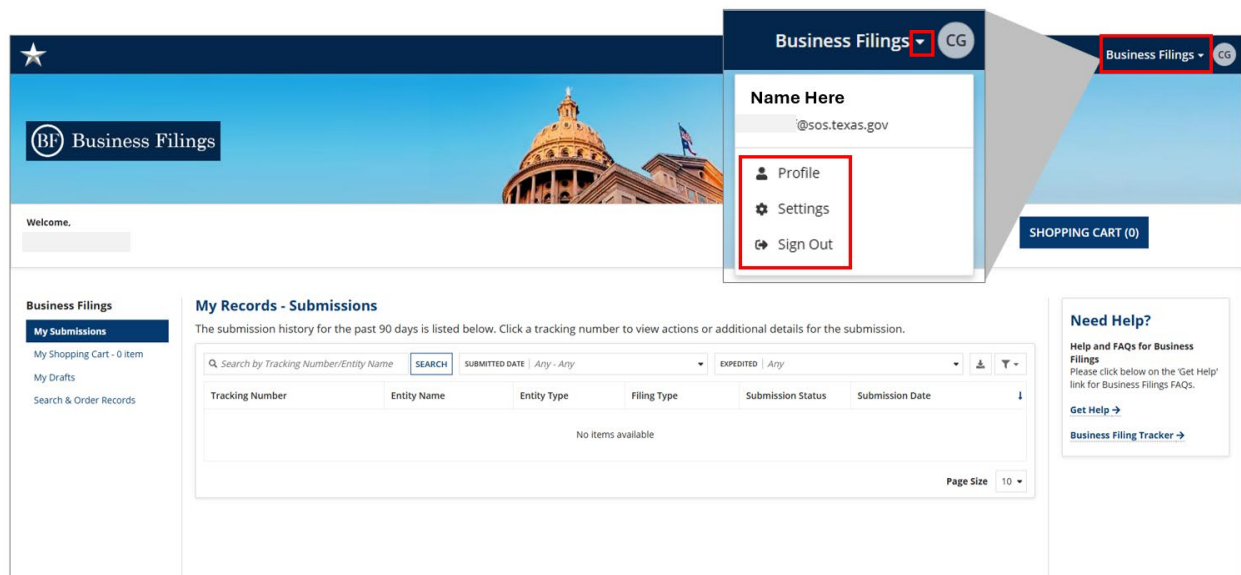
Step 3: Select the Business Filings tile on the dashboard.



A new browser tab will display the Business Filings homepage.

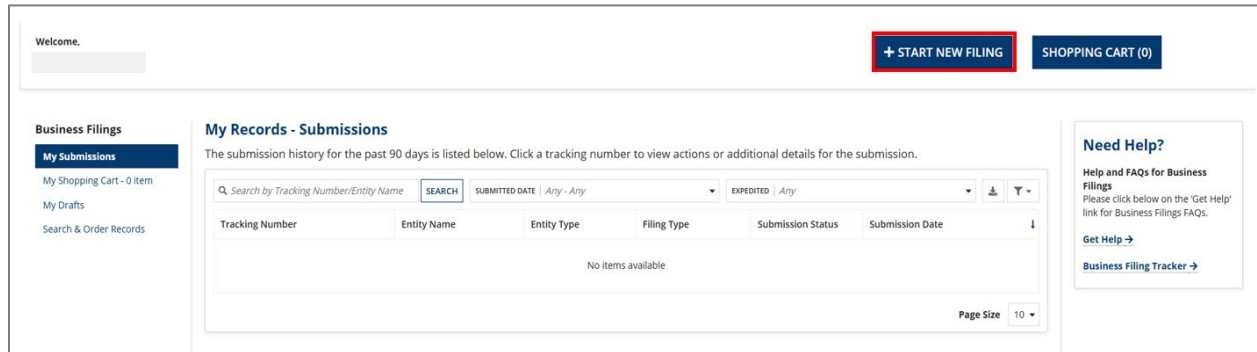


You can view your Profile, update Settings, and Sign Out by selecting the drop-down arrow in the top right corner.

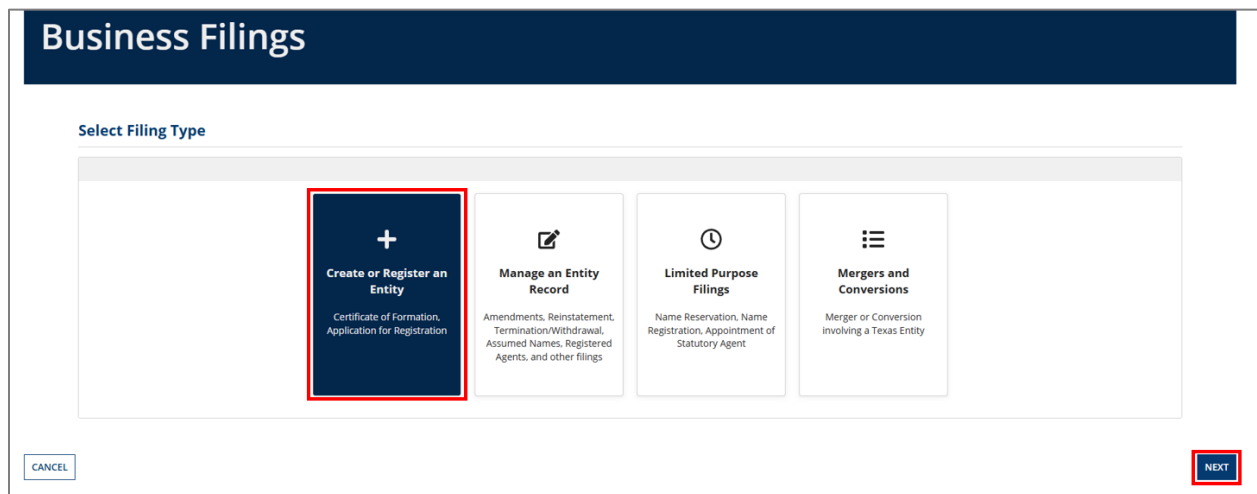


3. Start a New Filing

To start a new filing, click the “+ **START NEW FILING**” button.



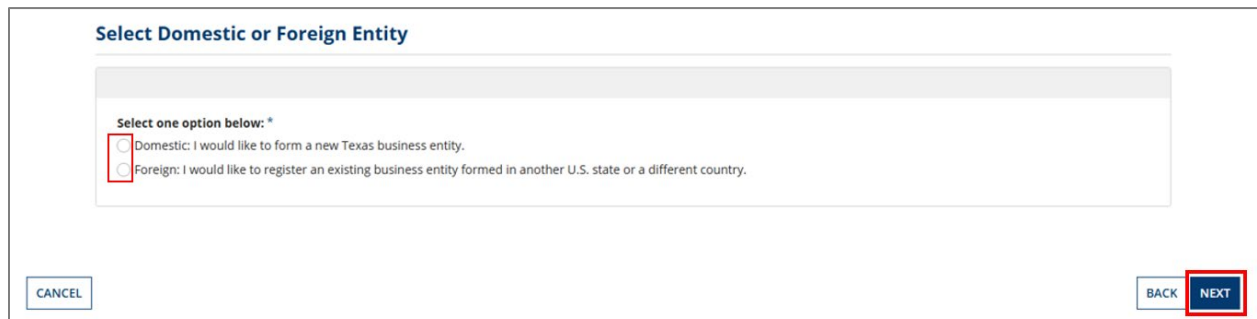
Select the filing type and then selecting “**Next**”



In this example, the “**Create or Register an Entity**” filing type was selected.

3.1 Create or Register an Entity

To create or register an entity, select the **Domestic** or **Foreign** entity type, then click the “**Next**” button.



Next, you will choose the specific entity type from the dropdown menu. Upon selecting the entity type, click the “**Next**” button.

Select Domestic or Foreign Entity

Select one option below: *

☒ Domestic: I would like to form a new Texas business entity.

☐ Foreign: I would like to register an existing business entity formed in another U.S. state or a different country.

Select a domestic entity type below: *

Select Option

201 - Domestic For-Profit Corporation

202 - Domestic Nonprofit Corporation

203 - Domestic Professional Corporation

204 - Domestic Professional Association

205 - Domestic Limited Liability Company

206 - Domestic Professional Limited Liability Company

207 - Domestic Limited Partnership

701 - Registration of a Limited Liability Partnership

999 - TEST form - Do Not Remove

CANCEL

BACK

NEXT

In this example, the domestic entity type list is displayed.

3.1.1 Complete the Form

The system will display the form fields and indicate the mandatory fields with an asterisk (*). Where applicable, you will be able to upload files to complete your submission.

Registered Agent & Registered Office

Is the initial registered agent an organization or individual? *

☐ Organization

☐ Individual

Street Address *

Address Line 1

Address Line 2

City * State * Zip * Country

City Texas Zip United States

The registered office address must be located in Texas at a physical address that also includes the street or building address, city, and zip code. A registered office address may not be solely a mailbox service, Post Office Box (PO Box), virtual mailbox, or temporary coworking space.

Consent of Agent *

☐ Consent to serve as registered agent is on file with the entity.

☒ Consent to serve as registered agent is attached.

Registered Agent Consent

- Attach consent to serve as registered agent.

Upload Required *

UPLOAD Drop or paste file here

The document types that can be uploaded include .pdf, .docx and .txt.

The system will indicate if required fields are blank with red text. You must complete all mandatory fields to submit a form.

Registered Agent & Registered Office

Is the initial registered agent an organization or individual? *

☐ Organization

☐ Individual

A value is required.

Street Address *

Address Line 1

A value for the address field is required.

Address Line 2

City * **State *** **Zip *** **Country**

City Texas Zip United States

A value for city is required. A value for zip code is required.

Use the buttons at the bottom of the screen to:

New Veteran-Owned Business (NVOB) Qualification

☐ Please check this box if the filing entity being formed intends to qualify as a new veteran-owned business.

Self-Drafted Documents (Optional)

☐ Please only check this box if you are electing to submit a self-drafted version of the filing document. SOSPortal will create a form for you based on the information provided above. A self-drafted document is not required. The Texas Secretary of State allows for the option to submit self-drafted documents that meet minimum statutory filing requirements. Adequate space must be provided in the top right-hand corner of the document for an electronic file-stamp, which will be generated upon filing. Do not upload a form created by the Secretary of State in this section.

CANCEL SAVE DRAFT BACK NEXT

- **Cancel:** Cancel a form and lose progress.
- **Save Draft:** Save progress to complete form at a future point. Note: Drafts are only available for 30 days.
- **Back:** Navigate to the previous screen.
- **Next:** Navigate to the following screen.

3.1.1.1 Self-Drafted Documents

To submit self-drafted documents, select the checkbox. Upon selection, an upload field will appear.

Self-Drafted Documents (Optional)

☒ Please only check this box if you are electing to submit a self-drafted version of the filing document. SOSPortal will create a form for you based on the information provided above. A self-drafted document is not required. The Texas Secretary of State allows for the option to submit self-drafted documents that meet minimum statutory filing requirements. Adequate space must be provided in the top right-hand corner of the document for an electronic file-stamp, which will be generated upon filing. Do not upload a form created by the Secretary of State in this section.

Do not include documents such as instruction pages, previous rejection letters, cover letters, orders of filing, or bylaws. Including these documents is cause for rejection.

Upload Required *

UPLOAD

Drop or paste file here

The document types that can be uploaded include .pdf, .docx and .txt.

After uploading the file, select the **“Next”** button.

3.1.2 Preview Submission

When all the required fields are completed, you will preview the form to verify the information displays correctly.

You can download the draft by selecting the **download icon** in the top right corner.

Use the buttons at the bottom of the screen to:

⚠ The submission will not be sent for review until you select "Checkout" or submit through the Shopping Cart by selecting "Add to Cart" at the bottom of this page.

This is a preview of your submission. Please review the document carefully for accuracy.

If you need to make any changes to your submission, select the "Back" button at the bottom of the page to return to the entry screen.

Please note that a person commits an offense under section 4.008 of the Texas Business Organizations Code if the person signs or directs the filing of a filing instrument that the person knows is materially false with intent that the filing instrument be delivered to the secretary of state for filing. The offense is a Class A misdemeanor unless the person's intent is to harm or defraud another, in which case the offense is a state jail felony.

1

2

Form 201
Secretary of State
P.O. Box 13697
Austin, TX 78711-3697

**Certificate of Formation
For-Profit Corporation**

Article 1 - Entity Name
The filing entity being formed is a for-profit corporation. The name of the entity is:
flower test incorporated

Article 2 - Registered Agent & Registered Office
The initial registered agent is an organization that is registered or authorized to do business in Texas by the name of:
Flower Test Incorporated

123 Apple St. Austin TX 78701 USA
Street or Mailing Address City State Zip Code Country

Consent of Agent
Consent to serve as registered agent is on file with the entity.

Article 3 - Governing Authority - Board of Directors
The number of directors constituting the initial board of directors and the name and address of each person who will serve as director until the first annual meeting of shareholders or until a successor is elected and qualified are as follows:

CANCEL

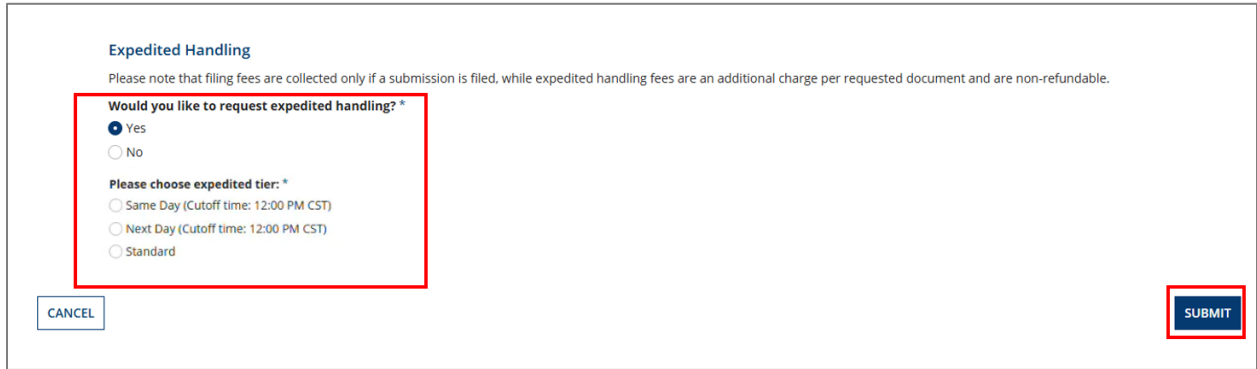
BACK CHECKOUT ADD TO CART

- **Back:** Navigate to the previous screen.
- **Checkout:** Proceed with the payment process.

- **Add to Cart:** Add a filing to the cart to complete the payment and submission process at a future point in time.

3.1.3 Checkout

After selecting “**Checkout**” the Expedited Handling screen will display. Make your selection, complete the fields, and click “**Submit**.”



Expedited Handling

Please note that filing fees are collected only if a submission is filed, while expedited handling fees are an additional charge per requested document and are non-refundable.

Would you like to request expedited handling? *

☒ Yes

☐ No

Please choose expedited tier: *

☐ Same Day (Cutoff time: 12:00 PM CST)

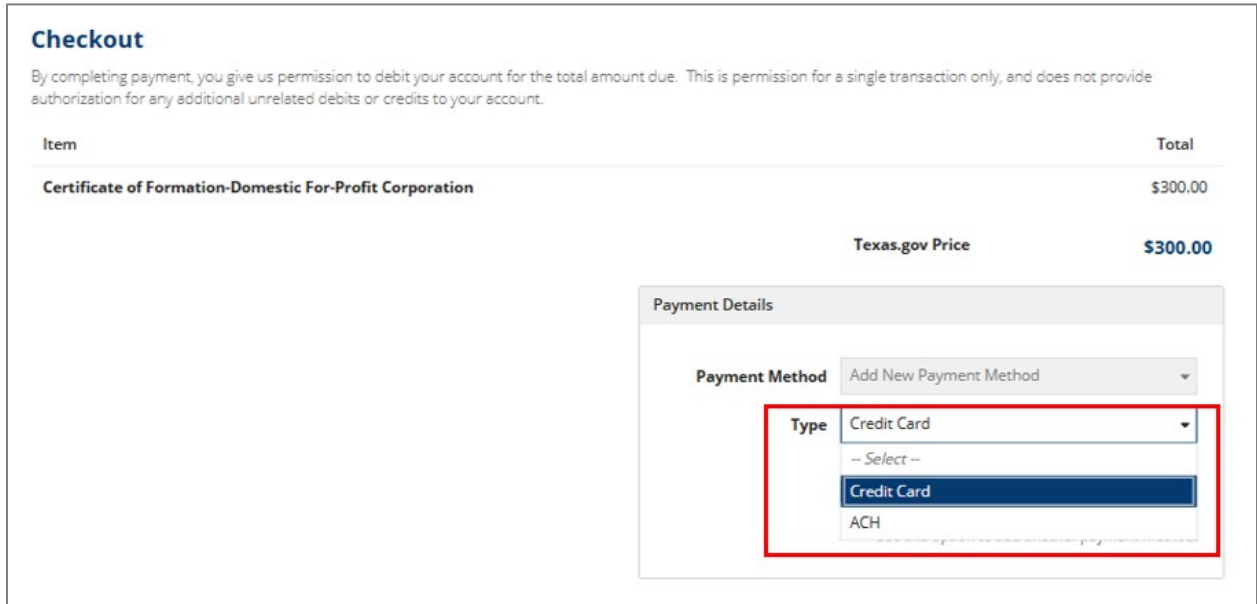
☐ Next Day (Cutoff time: 12:00 PM CST)

☐ Standard

CANCEL **SUBMIT**

In this example, the expedited handling option was selected.

Select the payment type from the drop-down menu. *In this example, the Credit Card option was selected.*



Checkout

By completing payment, you give us permission to debit your account for the total amount due. This is permission for a single transaction only, and does not provide authorization for any additional unrelated debits or credits to your account.

Item	Total
Certificate of Formation-Domestic For-Profit Corporation	\$300.00
Texas.gov Price	\$300.00

Payment Details

Payment Method: Add New Payment Method

Type: Credit Card

-- Select --

Credit Card

ACH

Next, select **Add New Payment Method**.

3.1.3.1 Add New Payment Method

Select the **Save Payment Method** box to store the payment method for future payments.

Checkout

By completing payment, you give us permission to debit your account for the total amount due. This is permission for a single transaction only, and does not provide authorization for any additional unrelated debits or credits to your account.

Item	Total
Certificate of Formation-Domestic For-Profit Corporation	\$300.00
Texas.gov Price	\$300.00

Payment Details

Payment Method [Add New Payment Method](#)

Type [Credit Card](#)

☐ Save Payment Method [?](#)

[Add New Payment Method](#)

Use this option to add another payment method.

A new tab will appear for you to add the payment details.

Secretary Of State (SOS) - Payment Information

This page will expire in

06:49

Card Information

Card Number *

*****7107

Expiration Date *

01

2029

The card input may take a moment to load.

Billing Address

First Name *

Jimmy

Last Name *

John

Address Line 1 *

100 Main

Address Line 2

Address Line 2

City *

San Antonio

State *

TX

Zip *

78705

Country *

United States of America

Phone

Phone

Email

Email

* Required fields

Estimated Amount

\$ 300.00

Cancel

Submit

Complete the Checkout process by clicking the **“Proceed to Payment”** button.

13 | Page

Checkout

By completing payment, you give us permission to debit your account for the total amount due. This is permission for a single transaction only, and does not provide authorization for any additional unrelated debits or credits to your account.

Item	Total
Certificate of Formation-Domestic Professional Corporation	\$300.00
Subtotal:	\$300.00
Texas.gov Fee** [2.25% (Total Transaction Amount + \$0.25) + \$0.25]:	\$7.01
Texas.gov Price	\$307.01*

Note: Your credit card will be charged 307.01, which includes an additional Texas.gov Fee** of 7.01.

**Payment includes Texas.gov cost recovery fees for the State of Texas

Payment Details

Payment Method VISA ending in 7107

PROCEED TO PAYMENT

A confirmation screen will appear.

Business Filings

Filing Payment

✓ Payment Information Submitted

[Home](#)

Your document has been successfully submitted. This is not evidence that it has been approved for filing. All submissions must be reviewed for statutory compliance. The filing fee will not be charged to your payment method until the submission is approved.

Estimated Amount **\$307.01**

3.2 Manage an Entity Record

To manage an entity record, select the second tile and click “Next”.

Select Filing Type

 Create or Register an Entity Certificate of Formation, Application for Registration	 Manage an Entity Record Amendments, Reinstatement, Termination/Withdrawal, Assumed Names, Registered Agents, and other filings	 Limited Purpose Filings Name Reservation, Name Registration, Appointment of Statutory Agent	 Mergers and Conversions Merger or Conversion Involving a Texas Entity
--	---	--	--

[CANCEL](#)

NEXT

Select **File Number** or **Entity Name** and then complete the field on the right.

Click **“Search”** to view the results.

In this example Entity Name was selected.

Business Filing Search

Enter file number or search by entity name to start your submission.

Search By:
☐ File Number
☒ Entity Name

Entity Name *
test

[CANCEL](#)[BACK](#)[SEARCH](#)

This search will retrieve information on business organizations that currently use or have used the legal name, fictitious name, or assumed name searched.

Locate the entity and click the **File Number** to proceed.

Business Organization Search Results

Click a File Number to proceed with the submission process.

This entity name search was performed with the following search parameter:
Entity Name: test

File Number	Entity Name	Entity Type	Entity Status	Name Type	Name Status
101106301	THE NEW TESTAMENT REVIVAL CENTER	Domestic Nonprofit Corporation	Forfeited existence	-	-
10004601	THE CHURCH OF THE ADVENT PROTESTANT EPISCOPAL OF ALICE, TEXAS	Domestic Nonprofit Corporation	Forfeited existence	-	-
100218700	AIR ENGINEERING AND TESTING, INC	Domestic For-Profit Corporation	Forfeited existence	Legal	Inactive
100279500	SWABBING & TESTING, INC.	Domestic For-Profit Corporation	Forfeited existence	Assumed	Expired
10070200	TEST DRILLERS, INC.	Domestic For-Profit Corporation	Merged	-	-
100815400	TESTING LABS, INC.	Domestic For-Profit Corporation	Forfeited existence	Legal	Inactive
10085106	BIO-TESTING LABS, INC.	Foreign For-Profit Corporation	Forfeited existence	-	-
10096910	WIRELINE & TESTING SYSTEMS, L.P.	Domestic Limited Partnership (LP)	Forfeited existence	-	-
100974600	ACUTEST CORPORATION	Domestic For-Profit Corporation	Involuntarily terminated	-	-

Next, click the **“Start Submission”** button.



Business Organization Record

File Number:	6000000074	Entity Name:	AC Test BFD-1023 PLLC
Original Date of Filing:	6/12/2026 10:03 AM CDT	Entity Address:	
Formation Date:	12/06/2026	Entity Type:	Domestic Professional Limited Liability Company
Tax ID:	N/A	Entity Status:	In existence

Duration:

REGISTERED AGENT

Name	Address	Inactive Date
Rita Hayworth	1500 Brazos, Austin, , 78701 - USA	

CANCEL **BACK** **START SUBMISSION**

Select the submission type from the drop-down menu.

Select Submission Type

Please select one option below.

Select Option

Q Search

Select Option

- 504 - Abandonment of Assumed Name
- 427 - Certificate of Abandonment
- 424 - Certificate of Amendment
- 503 - Assumed Name Certificate
- 403 - Certificate of Correction
- 408 - Change of Name or Address by Registered Agent
- 401 - Change of Registered Agent/Office
- 401-A - Consent to Serve as Registered Agent
- 805 - Statement of Event or Fact
- 402 - Resignation of Registered Agent

CANCEL **BACK**

After making your selection, click the “**Next**” button.

Select Submission Type

Please select one option below.

403 - Certificate of Correction

CANCEL **BACK** **NEXT**

Complete the required fields and proceed with the filing. Refer to the following sections for additional guidance:

- 3.1.1 Complete the Form
- 3.1.2 Preview Submission
- 3.1.3 Checkout

3.3 Limited Purpose Filings

To complete a Limited Purpose Filing, select the third tile and click **“Next”**

Select Filing Type

Create or Register an Entity
Certificate of Formation, Application for Registration

Manage an Entity Record
Amendments, Reinstatement, Termination/Withdrawal, Assumed Names, Registered Agents, and other filings

Limited Purpose Filings
Name Reservation, Name Registration, Appointment of Statutory Agent

Mergers and Conversions
Merger or Conversion Involving a Texas Entity

CANCEL NEXT

Select the limited purpose filing option from the drop-down menu and click **“Next”**

Limited Purpose Filings

Select one option below: *

Select Option

501 - Application for Name Reservation

502 - Application for Name Registration

503 - Assumed Name Entity

Certificate of Registered Series

908 - Foreign Corp Fiduciary Estates Code Filing

Special-Purpose Nonprofit Corporation

706 - Appointment of Statutory Agent

CANCEL BACK NEXT

Complete the required fields and proceed with the filing. Refer to the following sections for additional guidance:

- 3.1.1 Complete the Form
- 3.1.2 Preview Submission
- 3.1.3 Checkout

3.4 Mergers and Conversions

Select the last tile and click **“Next”**

Select Filing Type


Create or Register an Entity
Certificate of Formation, Application for Registration


Manage an Entity Record
Amendments, Reinstatement, Termination/Withdrawal, Assumed Names, Registered Agents, and other filings


Limited Purpose Filings
Name Reservation, Name Registration, Appointment of Statutory Agent


Mergers and Conversions
Merger or Conversion Involving a Texas Entity

CANCEL NEXT

Choose the option from the drop-down menu.

Mergers and Conversions

Select one option below: *

Select Option

621 - Certificate of Merger - Domestic Entity Divisional Merger

622 - Certificate of Merger - Combination Merger

623 - Parent-Subsidiary Certificate of Merger

624 - Certificate of Merger for Nonprofit Corporation

6211 - Certificate of Exchange

630 - Certificate of Conversion

CANCEL BACK

After selecting the option, click the “**Next**” button.

Mergers and Conversions

Select one option below: *

621 - Certificate of Merger - Domestic Entity Divisional Merger

CANCEL BACK NEXT

Complete the form by providing the required information.

Self-Drafted Documents

Are you submitting a self-drafted document for filing? Please note, the uploaded document must contain all information and exhibits required by statute. *

☐ Yes
☒ No

Add Parties

Is this party on file with the Texas Secretary of State?

☐ Yes
☒ No

Organization Name *

Organizational Form *
Select Entity Type

Jurisdiction *

☐ U.S. State
☐ International

Street or Mailing Address *

Address Line 1

Address Line 2

City *

State *
--- Select ---

Zip *

Country
United States

☐ Is International Address

ADD ORGANIZATION

3.1.4 Self-Drafted Documents

Select **Yes** if you have a self-drafted document, the system will provide the upload field.

Self-Drafted Documents

Are you submitting a self-drafted document for filing? Please note, the uploaded document must contain all information and exhibits required by statute. *

☒ Yes
☐ No

You must upload the self-drafted document together with any attachments or exhibits as a single file. Please provide adequate space in the top right-hand corner of the document for an electronic file-stamp, which will be generated upon filing.

While an uploaded submission accepted for filing is indexed in the public record as the original filing instrument, the screen(s) to follow will collect required information to facilitate processing by the Texas Secretary of State. You will not need to upload attachments on the screen(s).

Upload Required *

UPLOAD

Drop or paste file here

The document types that can be uploaded include .pdf, .docx and .txt.

3.1.5 Add Parties

If the party is on file with the Texas SOS, provide the file number and click **“Search.”**

Certificate of Merger - Combination Merger

Self-Drafted Documents

Are you submitting a self-drafted document for filing? Please note, the uploaded document must contain all information and exhibits required by statute. *

☐ Yes

☒ No

Add Parties

Is this party on file with the Texas Secretary of State?

☒ Yes

☐ No

File number, if any, assigned by the secretary of state.

6000000074

SEARCH

Confirm the entity record is correct and click **“Add.”**

Self-Drafted Documents

Are you submitting a self-drafted document for filing? Please note, the uploaded document must contain all information and exhibits required by statute. *

☐ Yes

☒ No

Add Parties

Is this party on file with the Texas Secretary of State?

☒ Yes

☐ No

File number, if any, assigned by the secretary of state.

6000000074

State the name of the entity as currently shown in the records of the secretary of state. Entity Status

AC Test BFD-1023 PLLC In existence

ADD

If the party is not on file, provide the necessary information and select **“Add Organization.”**

Add Parties

Is this party on file with the Texas Secretary of State?

☐ Yes
☒ No

Organization Name *

Organizational Form *

Jurisdiction *

☐ U.S. State
☐ International

Street or Mailing Address *

Address Line 1

Address Line 2

City *

State *

Zip *

Country

City

--- Select ---

Zip

United States

☐ Is International Address

ADD ORGANIZATION

If you need to add more parties, complete the **Add Parties** section again. Confirm the **Selected Entities** section and click the **“Continue”** button.

Certificate of Merger - Combination Merger

Self-Drafted Documents

Are you submitting a self-drafted document for filing? Please note, the uploaded document must contain all information and exhibits required by statute. *

☐ Yes
☒ No

Add Parties

Is this party on file with the Texas Secretary of State?

☐ Yes
☐ No

Selected Entities

Party 1

File Number: 6000000074, AC Test BFD-1023 PLLC, Domestic Professional Limited Liability Company, Texas, No Address

DELETE

CANCEL

BACK

CONTINUE

Complete the required fields and proceed with the filing. Refer to the following sections for additional guidance:

- 3.1.1 Complete the Form
- 3.1.2 Preview Submission
- 3.1.3 Checkout

4. My Submissions

Select **My Submissions** from the left menu to view your submissions history from the past 90 days.

Use the Search, Submitted Date, or Expedited fields to filter your submissions.

Business Filings
My Submissions
My Shopping Cart - 3 Items
My Drafts
Search & Order Records

My Records - Submissions

The submission history for the past 90 days is listed below. Click a tracking number to view actions or additional details for the submission.

SUBMITTED DATE | Any - Any EXPEDITED | Any

Tracking Number	Entity Name	Entity Type	Filing Type	Submission Status	Submission Date
15501522260001	TEXAS TEST FLEET, INC.	Domestic For-Profit Corporation	Certificate of Merger	Received	06/15/2026 11:48 AM
15501522250001	TEXAS TEST FLEET, INC.	Domestic For-Profit Corporation	Certificate of Merger	Rejected	06/15/2026 11:41 AM
15501522080001	TEXAS TEST FLEET, INC.	Domestic For-Profit Corporation	Certificate of Merger	Rejected	06/12/2026 4:14 PM
15501522070001	Test 422 PA Corp	Foreign Professional Association	Certificate of Correction	Filed	06/12/2026 4:07 PM
15501522030001	Test 422 PA	Foreign Professional Association	Certificate of Correction	Rejected	06/12/2026 2:55 PM
15501522020001	Test 422 PA Corp	Foreign Professional Association	Certificate of Correction	Filed	06/12/2026 2:53 PM
15501521530001	TEXAS TEST FLEET, INC.	Domestic For-Profit Corporation	Certificate of Correction	Filed	06/11/2026 1:42 PM

Click the **Tracking Number** of a record in the “Received” status to view additional details.

Upon selection, a new tab will appear with the submission details. You can use the buttons on the right to:

- **Edit Submission:** Make changes to a filing.
- **Stop Submission:** Cancel a submission. Note, the status will change to “Rejected.”
- **Preview Submission:** Review the submitted file.

Tracking #15500210970001 (flower corporation)

Filing Details

Entity Name flower corporation

Filing Number N/A

Entity Type Domestic For-Profit Corporation

Submission Details

Status **Received**

Date of Submission 06/15/2026 10:48 AM

Last Modified Date -

Filing Type Certificate of Formation

Expedited Handling Non Expedited

Payment Information

Batch Number N/A

Payment Type N/A

Amount N/A

Edit Submission

Stop Submission

Preview Submission

To update your Submissions Table, select the “**Refresh**” icon.

My Records - Submissions

The submission history for the past 90 days is listed below. Click a tracking number to view actions or additional details for the submission.

SUBMITTED DATE Any - Any
EXPEDITED Any

Tracking Number	Entity Name	Entity Type	Filing Type	Submission Status	Submission Date
15500210970001	flower corporation	Domestic For-Profit Corporation	Certificate of Formation	Rejected	06/15/2026 10:48 AM
15500210270001	AC Test BFD-1023 PLLC	Domestic Professional Limited Liability Company	Certificate of Amendment	Received	06/12/2026 1:08 PM

Page Size 10

4.1 Rejected Filings

If a filing is rejected, you may resubmit the filing within 30 days. Click the **tracking number** of the rejected filing.

My Records - Submissions

The submission history for the past 90 days is listed below. Click a tracking number to view actions or additional details for the submission.

Q Search by Tracking Number/Entity		SEARCH	SUBMITTED DATE Any - Any	EXPEDITED Any	Download	Filter	Refresh
Tracking Number	Entity Name	Entity Type	Filing Type	Submission Status	Submission Date		
15500210970001	flower corporation	Domestic For-Profit Corporation	Certificate of Formation	Rejected	06/15/2026 10:48 AM		
15500210270001	AC Test BFD-1023 PLLC	Domestic Professional Limited Liability Company	Certificate of Amendment	Filed	06/12/2026 1:08 PM		

Page Size 10

Next, click the “**Edit Rejected Submission**” button.

Tracking #15500210970001 (flower corporation)

Filing Details

Entity Name flower corporation

Filing Number N/A

Entity Type Domestic For-Profit Corporation

Submission Details

Status **Rejected**

Date of Submission 06/15/2026 10:48 AM

Last Modified Date 06/15/2026 12:37 PM

Filing Type Certificate of Formation

Expedited Handling Non Expedited

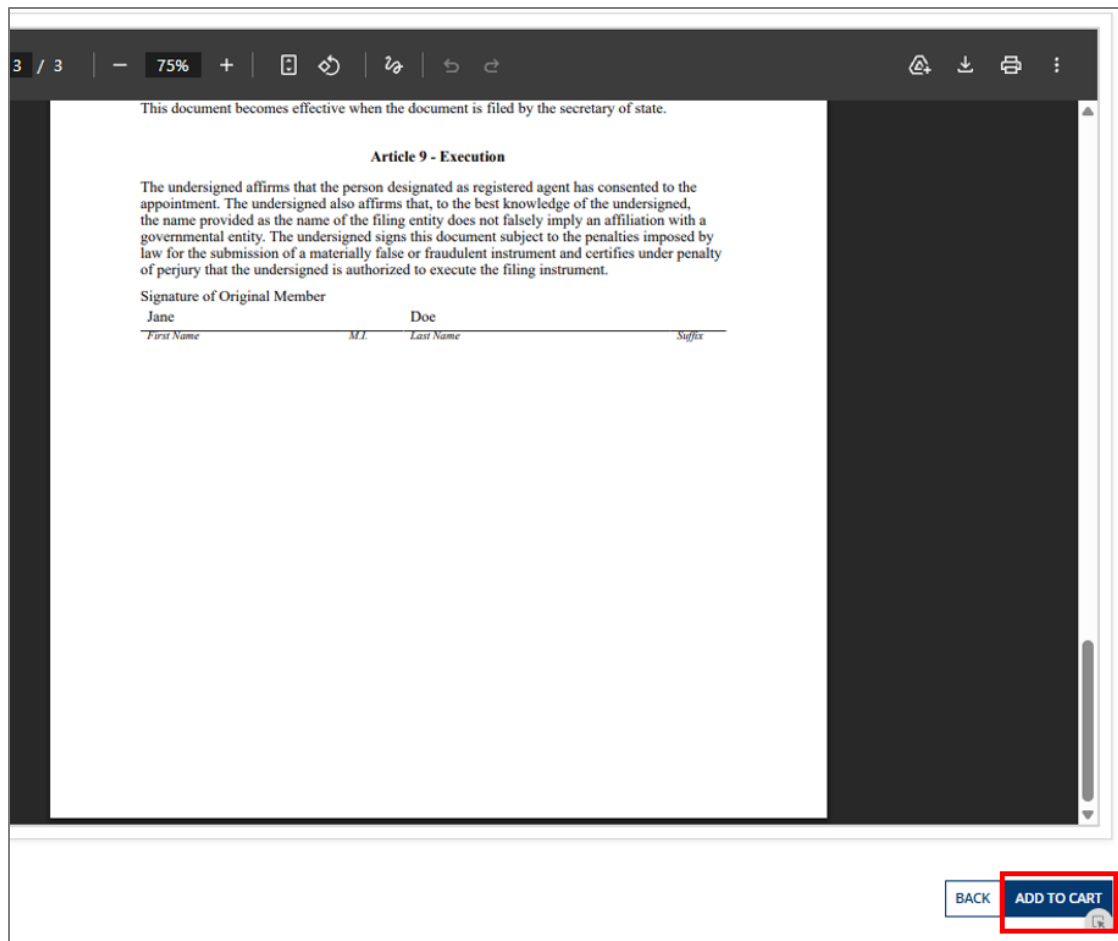
Download Rejected Submission

Edit Rejected Submission

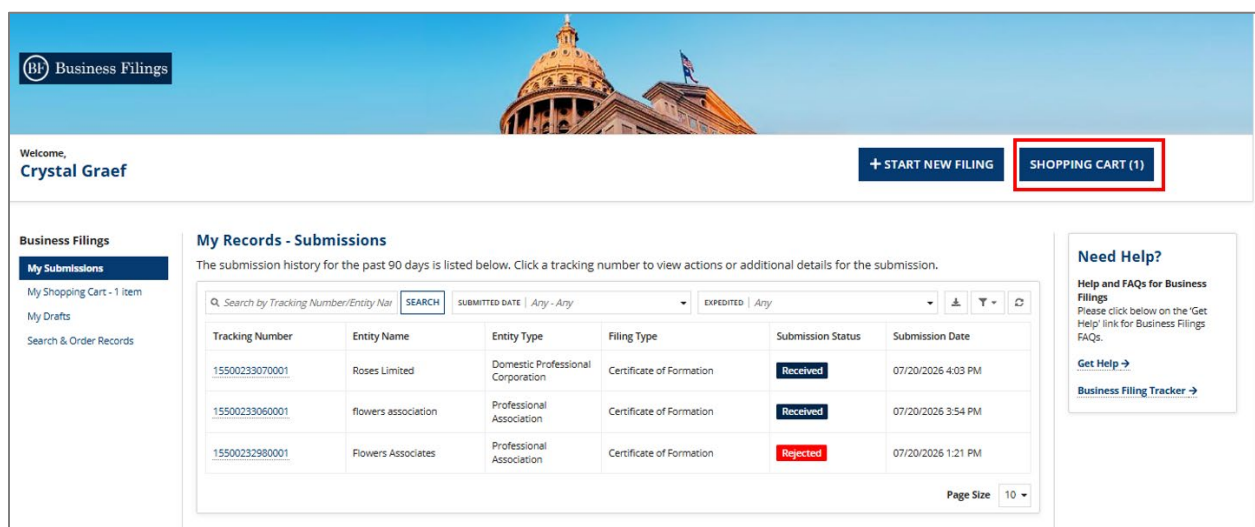
You can now make the necessary changes and resubmit the filing via the shopping cart.

4.1.1 Resubmit Rejected Filing

After making the necessary changes, click the “**Add To Cart**” button.



From the **My Submissions** screen, select the “Shopping Cart” button.



Select the checkmark box.



Business Filings

My Submissions

My Shopping Cart - 1 Item

My Drafts

Search & Order Records

SELECT ALL FILINGS

☐	Entity Name	Entity Type	Filing Type	Date Created	Estimated Filing Cost (\$)	Edit	Move to	Delete
☐	Flowers Associates Edit	Professional Association	Certificate of Formation	07/20/2026	750	Edit	Move to Draft	Delete

Page Size 25

ADD ANOTHER FILING

The **Expedited Handling** option will appear. After making your selection, click the **“Checkout”** button.

DESELECT ALL FILINGS

☒	Entity Name	Entity Type	Filing Type	Date Created	Estimated Filing Cost (\$)	Edit	Move to	Delete
☒	Flowers Associates Edit	Professional Association	Certificate of Formation	07/20/2026	750	Edit	Move to Draft	Delete

Page Size 25

Expedited Handling

Please note that statutory filing fees are collected only if a submission is filed. Expedited handling fees are an additional charge. Same Day and Next Day expedite handling fees are non-refundable.

Would you like to request expedited handling? *

☐ Yes
☒ No

Tier Selection	Number of Filings	Total Cost
Non Expedited	1	\$0.00

ADD ANOTHER FILING

CHECKOUT

Complete the payment screen by selecting the **Payment Method**.

Checkout

By completing payment, you give us permission to debit your account for the total amount due. This is permission for a single transaction only, and does not provide authorization for any additional unrelated debits or credits to your account.

Item	Total
Certificate of Formation-Domestic Professional Corporation	\$300.00
Texas.gov Price	\$300.00

Payment Details

Payment Method

Add New Payment Method

Type

-- Select --

☐ Save Payment Method ?

After selecting the payment method, click the “**Proceed to Payment**” button.

Checkout

By completing payment, you give us permission to debit your account for the total amount due. This is permission for a single transaction only, and does not provide authorization for any additional unrelated debits or credits to your account.

Item	Total
Certificate of Formation-Domestic Professional Corporation	\$300.00
Subtotal:	\$300.00
Texas.gov Fee** [2.25% (Total Transaction Amount + \$0.25) + \$0.25]:	\$7.01
Texas.gov Price	\$307.01*

Note: Your credit card will be charged 307.01, which includes an additional Texas.gov Fee** of 7.01.

***Payment includes Texas.gov cost recovery fees for the State of Texas*

Payment Details

Payment Method

VISA ending in 7107

PROCEED TO PAYMENT

The payment confirmation screen will appear, click the **Home** link to return to the Business Filings landing page.

Payment Information Submitted

Home

Your document has been successfully submitted. This is not evidence that it has been approved for filing. All submissions must be reviewed for statutory compliance. The filing fee will not be charged to your payment method until the submission is approved.

Estimated Amount

\$307.01

5. My Shopping Cart

Select **My Shopping Cart** from the left side menu or the “**Shopping Cart**” button in the top right to view the Shopping Cart page.

Welcome,
SOS User

+ START NEW FILING

SHOPPING CART...

Business Filings

My Submissions

My Shopping Cart - 1 Item

My Drafts

Search & Order Records

SELECT ALL FILINGS

☐	Entity Name	Entity Type	Filing Type	Date Created	Estimated Filing Cost (\$)	Edit	Move to	Delete
☐	flower corporation	Domestic For-Profit Corporation	Certificate of Formation	06/19/2026	300	Edit	Move to Draft	Delete

Page Size

25

ADD ANOTHER FILING

Need Help?

Help and FAQs for Business Filings
Please click below on the 'Get Help' link for Business Filings FAQs.
[Get Help →](#)
[Business Filing Tracker →](#)

Select the item(s) you want to submit by clicking the checkbox. To select all items in your shopping cart you can use the “**Select All Filings**” button.

Welcome, **SOS User**

[+ START NEW FILING](#) [SHOPPING CART \(2\)](#)

Business Filings

My Submissions

My Shopping Cart - 2 Items

My Drafts

Search & Order Records

SELECT ALL FILINGS

☐	Entity Name	Entity Type	Filing Type	Date Created	Estimated Filing Cost (\$)	Edit	Move to	Delete
☒	Association Plant Test	Professional Association	Certificate of Formation	05/27/2026	750	Edit	Move to Draft	Delete
☐	Test Entity Flower Corporation	Foreign For-Profit Corporation	Application for Registration	05/27/2026	750	Edit	Move to Draft	Delete

Page Size 25

[ADD ANOTHER FILING](#)

Need Help?
Help and FAQs for Business Filings
Please click below on the 'Get Help' link for Business Filings FAQs.
[Get Help →](#)
[Business Filing Tracker →](#)

Select one or more items from the shopping cart to submit.

Upon selection, you must indicate if you will use Expedited Handling and/or Order of Filing.

- **Order of Filing:** If selected, all the documents will be reviewed simultaneously. If one of the filings must be rejected, all the documents will be returned unfiled.

Page Size 25

Expedited Handling

Please note that filing fees are collected only if a submission is filed, while expedited handling fees are an additional charge per requested document and are non-refundable.

Would you like to request expedited handling? *

☐ Yes

☐ No

Order of Filing (Optional)

You can request for Order of Filing processing below:

☐ If any of the documents cannot be filed, do not file any of the documents. Return all the documents unfiled.

[ADD ANOTHER FILING](#)

Once you have completed the mandatory fields, click the “**Checkout**” button to proceed with the payment process.

☒	Entity Name	Entity Type	Filing Type	Date Created	Estimated Filing Cost (\$)	Edit	Move to	Delete
☒	flower corporation	Domestic For-Profit Corporation	Certificate of Formation	06/10/2026	300	Edit	Move to Draft	Delete

Page Size 25 ▾

Expedited Handling

Please note that statutory filing fees are collected only if a submission is filed. Expedited handling fees are an additional charge. Same Day and Next Day expedite handling fees are non-refundable.

Would you like to request expedited handling? *

☐ Yes

☒ No

Tier Selection	Number of Filings	Total Cost
Non Expedited	1	\$0.00

[ADD ANOTHER FILING](#)
[CHECKOUT](#)

Select the payment method and then click the “**Proceed to Payment**” button.

Checkout

By completing payment, you give us permission to debit your account for the total amount due. This is permission for a single transaction only, and does not provide authorization for any additional unrelated debits or credits to your account.

Item	Total
Certificate of Formation-Domestic For-Profit Corporation	\$300.00
Subtotal:	\$300.00
Texas.gov Fee** [2.25% (Total Transaction Amount + \$0.25) + \$0.25]:	\$7.01
Texas.gov Price	\$307.01*

Note: Your credit card will be charged 307.01, which includes an additional Texas.gov Fee** of 7.01.

***Payment includes Texas.gov cost recovery fees for the State of Texas*

Payment Details

Payment Method MC ending in 5454 ▾

[PROCEED TO PAYMENT](#)

A confirmation screen will appear to indicate the payment information was submitted.

Business Filings

Filing Payment

✔ **Payment Information Submitted** [Home](#)

Your document has been successfully submitted. This is not evidence that it has been approved for filing. All submissions must be reviewed for statutory compliance. The filing fee will not be charged to your payment method until the submission is approved.

Estimated Amount **\$307.01**

6. My Drafts

To view your drafts, select **My Drafts** from the left side menu.

Entity Name	Entity Type	Filing Type	Date Created	Action Required By	Edit	Delete
AC Test BFD-1023 PLLC	Domestic Professional Limited Liability Company	Certificate of Merger	06/15/2026	7/15/2026	Edit	Delete
Flower Rodeo Livestock	Domestic Nonprofit Corporation	-	06/15/2026	7/15/2026	Edit	Delete

Page Size 10

Use the **Edit** or **Delete** links to update your drafts.

Entity Name	Entity Type	Filing Type	Date Created	Action Required By	Edit	Delete
AC Test BFD-1023 PLLC	Domestic Professional Limited Liability Company	Certificate of Merger	06/15/2026	7/15/2026	Edit	Delete
Flower Rodeo Livestock	Domestic Nonprofit Corporation	-	06/15/2026	7/15/2026	Edit	Delete

Page Size 10

- **Edit:** Resume updating the filing to submit.
- **Delete:** Remove the filing from your drafts table.

7. Search & Order Records

From the left menu, select the **Search & Order Records** option.

Tracking Number	Entity Name	Entity Type	Filing Type	Submission Status	Submission Date
15500210270001	AC Test BFD-1023 PLLC	Domestic Professional Limited Liability Company	Certificate of Amendment	Received	06/12/2026 1:08 PM

Page Size 10

A new tab will appear with the Search & Order Records page.

To perform a new search, click the “**+New Search**” button.

Confirm the payment fee and click the “**Next**” button.

Chose the payment method from the drop-down menu. Note: To add a new payment method, refer to section 3.1.3.1 Add New Payment Method

[← RETURN TO PREVIOUS PAGE](#)

Checkout

By completing payment, you give us permission to debit your account for the total amount due. This is permission for a single transaction only, and does not provide authorization for any additional unrelated debits or credits to your account.

Item	Total
Web Inquiry-Search Fee	\$1.00
Texas.gov Price	\$1.00

Payment Details

Payment Method Add New Payment Method

Type -- Select --

☐ Save Payment Method ?

Next, click the “**Proceed to Payment**” button.

Checkout

By completing payment, you give us permission to debit your account for the total amount due. This is permission for a single transaction only, and does not provide authorization for any additional unrelated debits or credits to your account.

Item	Total
Web Inquiry-Search Fee	\$1.00

Subtotal:

\$1.00

Texas.gov Fee (2.25% (Total Transaction Amount + \$0.25) + \$0.25):**

\$0.28

Texas.gov Price

\$1.28*

Note: Your credit card will be charged 1.28, which includes an additional Texas.gov Fee** of 0.28.

***Payment includes Texas.gov cost recovery fees for the State of Texas*

Payment Details

Payment Method VISA ending in 7107

PROCEED TO PAYMENT

A payment confirmation screen will display, click the **Continue** link.

Payment Confirmation Receipt

Continue

Your payment of \$1.28 (\$1.00 + \$0.28 Texas.gov Fee**) is being processed.

**Payment includes Texas.gov cost recovery fees for the State of Texas

Select the “**Business Filings**” tile.

Search & Order

Select a product



Business Filings

TM

Trademark/Service Mark Application

Book icon

Uniform Commercial Code

Complete the next 3 steps:

1. Select the search option from the list on the left side of the screen.
2. Complete the right side of the screen. Depending on the search option, a text or number box will display. *In this example, a text box.*
3. Click the “**Search**” button.

1

Business Filing Search

Select one of the following search options below.

Search By:

☒ Entity Name

☐ Management

☐ Tax ID Number

☐ File Number

☐ Name of Registered Agent

☐ Address

☐ Tracking (or Document) Number

☐ New Registered Agent Appointments (past 60 days)

Name Availability

☐ Perform a Preliminary Name Search

BACK

CANCEL

2

Entity Name *

Test

3

SEARCH

This search will retrieve the business organization, name reservation, or name registration assigned the number searched. The file number is the unique number assigned by the Texas Secretary of State.

From the search results screen, make your selection by clicking the **File Number**.

Entity Name Search Results

Click a File Number to view additional information.

This search was performed on **07/20/2026 12:23 PM** with the following search parameter.
Entity Name: Test

File Number	Entity Name	Entity Type	Entity Status	Name Type	Name Status
5879206	UNITED TESTING SYSTEMS, INC.	Foreign For-Profit Corporation	Forfeited existence	Legal	Inactive
5905306	THE NATIONAL CENTER FOR EDUCATIONAL TESTING, INC.	Foreign For-Profit Corporation	Forfeited existence	Legal	Inactive
5905306	THE NATIONAL CENTER FOR EDUCATIONAL TESTING, INC.	Foreign For-Profit Corporation	Forfeited existence	Legal	Inactive
5905306	THE NATIONAL CENTER FOR EDUCATIONAL TESTING, INC.	Foreign For-Profit Corporation	Forfeited existence	Legal	Inactive
5910700	BREHAM SALT DOME DEEP TEST OIL COMPANY	Domestic For-Profit Corporation	Involuntarily terminated	Legal	Inactive
5964906	ELECTRICAL SYSTEMS TESTING, INC.	Foreign For-Profit Corporation	Forfeited existence	Legal	Inactive
5964906	ELECTRICAL SYSTEMS TESTING, INC.	Foreign For-Profit Corporation	Forfeited existence	Legal	Inactive
5964906	ELECTRICAL SYSTEMS TESTING, INC.	Foreign For-Profit Corporation	Forfeited existence	Legal	Inactive
804623256	Texas Test & Balance LLC	Domestic Limited Liability Company (LLC)	In existence	Legal	In use
15668500	JOE T. FOSTER FORMATION TESTERS, INC.	Domestic For-Profit Corporation	Forfeited existence	Legal	Inactive

« < 31 - 40 of 1,000 > »

Page Size 10 ▼

CANCEL

NEW SEARCH

Use the arrows to review the search results. If you want to cancel or conduct a new search, click the corresponding button.

Entity Name Search Results

Click a File Number to view additional information.

This search was performed on **07/20/2026 12:23 PM** with the following search parameter.
Entity Name: Test

File Number	Entity Name	Entity Type	Entity Status	Name Type	Name Status
5879206	UNITED TESTING SYSTEMS, INC.	Foreign For-Profit Corporation	Forfeited existence	Legal	Inactive
5905306	THE NATIONAL CENTER FOR EDUCATIONAL TESTING, INC.	Foreign For-Profit Corporation	Forfeited existence	Legal	Inactive
5905306	THE NATIONAL CENTER FOR EDUCATIONAL TESTING, INC.	Foreign For-Profit Corporation	Forfeited existence	Legal	Inactive
5905306	THE NATIONAL CENTER FOR EDUCATIONAL TESTING, INC.	Foreign For-Profit Corporation	Forfeited existence	Legal	Inactive
5910700	BRENNHAM SALT DOME DEEP TEST OIL COMPANY	Domestic For-Profit Corporation	Involuntarily terminated	Legal	Inactive
5964906	ELECTRICAL SYSTEMS TESTING, INC.	Foreign For-Profit Corporation	Forfeited existence	Legal	Inactive
5964906	ELECTRICAL SYSTEMS TESTING, INC.	Foreign For-Profit Corporation	Forfeited existence	Legal	Inactive
5964906	ELECTRICAL SYSTEMS TESTING, INC.	Foreign For-Profit Corporation	Forfeited existence	Legal	Inactive
804623256	Texas Test & Balance LLC	Domestic Limited Liability Company (LLC)	In existence	Legal	In use
15668500	JOE T. FOSTER FORMATION TESTERS, INC.	Domestic For-Profit Corporation	Forfeited existence	Legal	Inactive

« < 31 - 40 of 1,000 > »

Page Size 10 ▼

CANCEL

NEW SEARCH

7.1 Copies and Certificates

Review the business organization record, you can use the available tabs to view additional details.

Click the **“Order Copies & Certificates”** button to proceed.



Business Organization Record

File Number:

804623256

Original Date of Filing:

12/31/2023 12:00 AM CST

Formation Date:

N/A

Tax ID:

32085195173

Entity Name:

Texas Test & Balance LLC

Entity Address:

1402 OLD MILL RD, SALADO, TX, 76571 - USA

Entity Type:

Domestic Limited Liability Company (LLC)

Entity Status:

In existence

Duration:

REGISTERED AGENT

FILING HISTORY

NAMES

MANAGEMENT

ASSUMED NAMES

ASSOCIATED ENTITIES

INITIAL ADDRESS

REGISTERED SERIES

Name	Address	Inactive Date
Stephen Chad Stewart	1402 Old Mill Rd, Salado, TX, 76571 - USA	

CANCEL

NEW SEARCH

ORDER COPIES & CERTIFICATES

Select at least one type of order.

Business Organization Orders

☐

Certificate of Fact (\$15 for each fact type) ⓘ

☐

Long Form Certificate (\$25) ⓘ

☐

Information Letter for Entity (\$5) ⓘ

Select the documents below to order plain or certified copies. Plain copies are \$0.10 per page, and certified copies are \$1 per page plus \$15 for the certificate.

☐

Select All Plain Copies

☐

Select All Certified Copies

Filing History

Plain Copy ⓘ	Certified Copy ⓘ	Tracking Number	Filing Type	Filing Date	Effective Date	Effective Condition	Page Count ⓘ
		2766603	Legacy Filing	01/28/1974 1:00 AM	01/28/1974 1:00 AM		
☐	☐	2766602	Change Of Registered Agent/Office	01/06/1985	01/06/1985		2
		2766604	Articles Of Merger	02/28/1990	02/28/1990		
		2766605	Change Of Registered Agent/Office	07/13/1990	07/13/1990		
☐	☐	304538404936	Change of Name or Address by Registered Agent	04/19/2010 3:38 PM	04/19/2010 3:38 PM		1

BACK

CANCEL

NEW SEARCH

Next, select plain or certified copies and click the “**Checkout**” button.

Business Organization Orders

☐ Certificate of Fact (\$15 for each fact type) ⓘ

☒ Long Form Certificate (\$25) ⓘ

☐ Information Letter for Entity (\$5) ⓘ

Select the documents below to order plain or certified copies. Plain copies are \$0.10 per page, and certified copies are \$1 per page plus \$15 for the certificate.

☐ Select All Plain Copies
 ☐ Select All Certified Copies

Filing History

Plain Copy ⓘ	Certified Copy ⓘ	Tracking Number	Filing Type	Filing Date	Effective Date	Effective Condition	Page Count ⓘ
	☐	2856332	Legacy Filing	03/15/1979	03/15/1979		
	☐	2856333	TAXFORF.	03/15/1981 11:00 PM	03/15/1981 11:00 PM		
	☐	2856334	Application For Reinstatement	11/10/1981	11/10/1981		
	☐	2856331	Change Of Registered Agent/Office	10/23/1984	10/23/1984		
	☐	2856335	Change Of Registered Agent/Office	02/16/1988	02/16/1988		
	☐	15778770002	Change of Registered Agent/Office	08/16/2002	08/16/2002		
	☐	39818140001	Public Information Report (PIR)	12/31/2003	08/12/2003 4:12 AM		
	☐	61365850001	Public Information Report (PIR)	12/31/2004	06/01/2004 8:28 PM		
	☐	99879470001	Public Information Report (PIR)	12/31/2005	08/08/2005 10:53 AM		

BACK

CANCEL

NEW SEARCH

CHECKOUT

7.1.1 Certificate of Fact

When you order a Certificate of Fact, select the type(s) from the list. Chose plain or certified copies and click the **“Checkout”** button.



☒ **Certificate of Fact (\$15 for each fact type)** ⓘ

Type

- ☐ Status
- ☒ Status and Registered Agent
- ☐ Registered Agent
- ☐ Management
- ☐ Status and Name Change
- ☐ Name Change

☐ **Long Form Certificate (\$25)** ⓘ

☐ **Information Letter for Entity (\$5)** ⓘ

Select the documents below to order plain or certified copies. Plain copies are \$0.10 per page, and certified copies are \$1 per page plus \$15 for the certificate.

☐ **Select All Plain Copies**
☐ **Select All Certified Copies**

Filing History

Plain Copy ⓘ	Certified Copy ⓘ	Tracking Number	Filing Type	Filing Date	Effective Date	Effective Condition	Page Count ⓘ
		2766603	Legacy Filing	01/28/1974 1:00 AM	01/28/1974 1:00 AM		
☐	☐	2766602	Change Of Registered Agent/Office	01/06/1985	01/06/1985		2
		2766604	Articles Of Merger	02/28/1990	02/28/1990		
		2766605	Change Of Registered Agent/Office	07/13/1990	07/13/1990		
☐	☐	304538404936	Change of Name or Address by Registered Agent	04/19/2010 3:38 PM	04/19/2010 3:38 PM		1

BACK

CANCEL

NEW SEARCH

CHECKOUT

7.2 Checkout Process

Review the items and then select the **Payment Method** from the drop-down menu.

← RETURN TO PREVIOUS PAGE

Checkout

By completing payment, you give us permission to debit your account for the total amount due. This is permission for a single transaction only, and does not provide authorization for any additional unrelated debits or credits to your account.

Item	Total
Certification Fee	\$15.00
Certified Copy, Per Page Fee	\$1.00
Texas.gov Price	\$16.00

Payment Details

Payment Method Add New Payment Method

Type -- Select --

☐ Save Payment Method ?

To continue, click the **“Proceed to Payment”** button.

← RETURN TO PREVIOUS PAGE

Checkout

By completing payment, you give us permission to debit your account for the total amount due. This is permission for a single transaction only, and does not provide authorization for any additional unrelated debits or credits to your account.

Item	Total
Certification Fee	\$15.00
Certified Copy, Per Page Fee	\$1.00

Subtotal:	\$16.00
Texas.gov Fee** [2.25% (Total Transaction Amount + \$0.25) + \$0.25]:	\$0.62
Texas.gov Price	\$16.62*

Note: Your credit card will be charged 16.62, which includes an additional Texas.gov Fee** of 0.62.

***Payment includes Texas.gov cost recovery fees for the State of Texas*

Payment Details

Payment Method VISA ending in 7107

PROCEED TO PAYMENT

The payment confirmation screen will appear, click the **Home** link to return to the Search & Order Records landing page.

Payment Confirmation Receipt

Home

Your payment of \$16.62 (\$16.00 + \$0.62 Texas.gov Fee**) is being processed.

**Payment includes Texas.gov cost recovery fees for the State of Texas

7.3 Download Copies and Certificates

To download a digital copy, click the **Order Number** link.

Search & Order Records

My Orders

Apostilles

Bulk Orders

My Bulk Orders

UCC Bulk Order FAQs

List Request

My List Requests

My Orders

- Click **New Search** to search and order records, including Certified Copies, Plain Copies, or Certificates.
- Available Records:
 - Business Filings
 - Trademarks
 - UCC

Order Number	Reference Number	Product	Ordered On	Status	Total Cost
1550023303	4483406	Business Filings	07/20/2026 2:45 PM	Processed	\$0.00
1550023288	5625606	Business Filings	07/20/2026 12:27 PM	Processed	\$0.00
1550023287	3543506	Business Filings	07/20/2026 12:08 PM	Processed	\$0.00

Page Size 5

Next, click the **file icon** to download the file.

Order Number: 1550023303

Order Information

Order Date

7/20/2026

Download Expiration Date

10/18/2026

Order Status

Processed

Total Cost

\$0.00

Product

Business Filings

Reference Number

4483406

Order Items

Order Type	Document Type	Filing Date	Tracking Number	Number of Pages	Cost
Certificate of Fact - Click to download document	—	—	—	1	\$0.00

8. Contact and Help

If you have any questions or concerns, you can reach out to the Business Filings team via email at corpinfo@sos.texas.gov