

STATE OF MAINE

STATEMENT OF INTENTION
TO DO BUSINESS UNDER
AN ASSUMED NAME

(Domestic and Foreign Entities)

(Exact Legal Name of Entity on the records of the Secretary of State)

The above entity executes and delivers the following Statement of Intention to do Business Under an Assumed Name:

FIRST: The entity intends to transact business under the assumed name of: _____

SECOND: If the **assumed name** is not to be used at all the places of business in Maine, the location(s) where it will be used is (are): _____

☐ Additional locations are attached hereto as Exhibit ____ and made a part hereof.

THIRD: (Foreign Entities Only)

Jurisdiction of incorporation/organization _____ and the date on which the entity was authorized to transact business in Maine _____.

DATED _____ ***By** _____
(original written signature)

(type or print name)

(title of signer)

LIMITED PARTNERSHIPS AND LIMITED LIABILITY PARTNERSHIPS (only if applicable)

If signing partner or general partner is an entity, name of entity: _____

*This document **MUST** be signed as follows:

- (1) if a Business Corporation, by any duly authorized officer **OR** the clerk ([13-C MRSA §121.5](#)) **OR**
- (2) if a Limited Liability Company, by any duly authorized person ([31 MRSA §1676.1B](#)) **OR**
- (3) if a Limited Liability Partnership, at least one partner **OR** any duly authorized person ([31 MRSA §826.1](#)) ([31 MRSA §860.1](#)) **OR**
- (4) if a Limited Partnership, by at least one **general partner** ([31 MRSA §1324.1.J](#)) ([31 MRSA §1324.1.M](#)) **OR**
- (5) if a Nonprofit Corporation, by any duly authorized officer. ([13-B MRSA §104.1.B](#))

Please remit your payment made payable to the Maine Secretary of State.

Submit completed form to: **Secretary of State**
Division of Corporations, UCC and Commissions
101 State House Station
Augusta, ME 04333-0101

Customer Contact Cover Letter

Name of entity(s) on the submitted filings:

Optional special handling request(s): (check only if applicable)

- ☒ Hold attested copy for pick up (will be required to pick up at our office in Augusta, Maine)
- ☐ 24-hour expedited filing (next business day) service: **\$50** additional filing fee per entity
- ☐ Immediate expedited filing (same business day): **\$100** additional filing fee per entity

NOTE: Only one expedite fee is required if filing multiple documents for the same entity/charter number at the same time.

Payment can be made by check or money order (payable to Maine Secretary of State) or by credit card. You may obtain a credit card voucher at <https://www.maine.gov/sos/cec/forms/credit.pdf>.

Total fee(s) enclosed: \$ _____

(Name of contact person)

(Daytime telephone number)

(Contact email address for this filing)

(Email address to use for annual report reminders)

Name and address of person **to return the attested copy** of the completed filing:

(Name of attested copy recipient)

(Firm or Company)

(Mailing Address)

(City, State & Zip)

NOTE: Failure to provide a contact name and telephone number or email address will result in any erroneous filing(s) being returned to the filer by the Secretary of State's office.

For questions regarding the above filing(s), please call or email our office at (207) 624-7752 or cec.corporations@maine.gov

Submit filings to:

Mailing Address if using US Postal Service

Department of the Secretary of State
Corporations, UCC and Commissions
101 State House Station
Augusta, ME 04333-0101

Mailing Address if using FedEx/UPS

Department of the Secretary of State
Corporations, UCC and Commissions
6 E. Chestnut Street, 5th Floor
Augusta, ME 04330