



FLORIDA DEPARTMENT OF STATE  
DIVISION OF CORPORATIONS

Attached is a form to amend the certificate of limited partnership of a Florida limited partnership or limited liability limited partnership.

A certificate of limited partnership may be amended by filing a certificate of amendment with the Florida Department of State. The certificate of amendment must comply with section 620.1202, Florida Statutes, and must contain the following information:

- (1) The name of the limited partnership or limited liability limited partnership;
- (2) The date of filing of the certificate of limited partnership; and
- (3) The amendment to the certificate of limited partnership.

Section 620.1204, Florida Statutes, requires the certificate of amendment to be signed by at least one general partner and by each new general partner designated in the amendment, if any. If adding or deleting an election to be a limited liability limited partnership, all general partners must sign the amendment.

Pursuant to Chapter 620, Florida Statutes, every legal or commercial business entity listed as a general partner of a limited partnership or limited liability limited partnership must have an active registration or filing on file with the Florida Department of State before the enclosed document can be processed by this office. Should you need the form and instructions to properly register a non-individual general partner, please call (850) 245-6051.

The fee to file the amendment is \$52.50. Certified copies of the amendment are \$52.50 each. You should total all fees and forward one check made payable to the Florida Department of State for the total amount.

Please include a cover letter containing your telephone number, return address and certification requirements, or complete the attached cover letter.

**Mailing Address:**

Registration Section  
Division of Corporations  
P.O. Box 6327  
Tallahassee, FL 32314

**Street Address:**

Registration Section  
Division of Corporations  
The Centre of Tallahassee  
2415 N. Monroe Street, Suite 810  
Tallahassee, FL 32303

For further information, you may contact the Registration Section at (850) 245-6051.

**COVER LETTER**

**TO:** Registration Section  
Division of Corporations

**SUBJECT:** \_\_\_\_\_  
Name of Florida Limited Partnership or Limited Liability Limited Partnership

The enclosed Certificate of Amendment and fee(s) are submitted for filing.

Please return all correspondence concerning this matter to:

\_\_\_\_\_  
Contact Person

\_\_\_\_\_  
Firm/Company

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State and Zip Code

\_\_\_\_\_  
E-mail address: (to be used for future annual report notification)

For further information concerning this matter, please call:

\_\_\_\_\_ at (\_\_\_\_\_) \_\_\_\_\_  
Name of Contact Person Area Code and Daytime Telephone Number

Enclosed is a check for the following amount:

- \$52.50 Filing Fee
- \$61.25 Filing Fee and Certificate of Status
- \$105.00 Filing Fee and Certified Copy
- \$113.75 Filing Fee, Certified Copy, and Certificate of Status

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**CERTIFICATE OF AMENDMENT  
TO  
CERTIFICATE OF LIMITED PARTNERSHIP  
OF**

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Insert name currently on file with Florida Department of State

Pursuant to the provisions of section 620.1202, Florida Statutes, this Florida limited partnership or limited liability limited partnership, whose certificate was filed with the Florida Department of State on \_\_\_\_\_, assigned Florida document number \_\_\_\_\_, adopts the following certificate of amendment to its certificate of limited partnership.

This amendment is submitted to amend the following:

**A. If amending name, enter the new name of the limited partnership or limited liability limited partnership here:**

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New name must be distinguishable and contain an acceptable suffix.

*Acceptable Limited Partnership suffixes: Limited Partnership, Limited, L.P., LP, or Ltd.*

*Acceptable Limited Liability Limited Partnership suffixes: Limited Liability Limited Partnership, L.L.L.P. or LLLP.*

**B. If amending mailing address and/or principal office address, enter new mailing address and/or principal office address here:**

New Principal Office Address: \_\_\_\_\_

*(Must be STREET address)*

New Mailing Address: \_\_\_\_\_

*(May be post office box)*

**C. If amending the registered agent and/or registered office address on our records, enter the name of the new registered agent and/or the new registered office address here:**

Name of New Registered Agent: \_\_\_\_\_

New Registered Office Address: \_\_\_\_\_

*Enter Florida street address*

\_\_\_\_\_, Florida \_\_\_\_\_  
*City Zip Code*

**New Registered Agent’s Signature, if changing Registered Agent:**

*I hereby accept the appointment as registered agent and agree to act in this capacity. I further agree to comply with the provisions of all statutes relative to the proper and complete performance of my duties, and I am familiar with and accept the obligations of my position as registered agent.*

\_\_\_\_\_  
If Changing Registered Agent, Signature of New Registered Agent

**D. If amending the general partner(s), enter the name and business address of each general partner being added or removed from our records:**

| <u>Title</u> | <u>Name</u> | <u>Address</u>          | <u>Type of Action</u>                                           |
|--------------|-------------|-------------------------|-----------------------------------------------------------------|
| _____        | _____       | _____<br>_____<br>_____ | <input type="checkbox"/> Add<br><input type="checkbox"/> Remove |
| _____        | _____       | _____<br>_____<br>_____ | <input type="checkbox"/> Add<br><input type="checkbox"/> Remove |
| _____        | _____       | _____<br>_____<br>_____ | <input type="checkbox"/> Add<br><input type="checkbox"/> Remove |
| _____        | _____       | _____<br>_____<br>_____ | <input type="checkbox"/> Add<br><input type="checkbox"/> Remove |
| _____        | _____       | _____<br>_____<br>_____ | <input type="checkbox"/> Add<br><input type="checkbox"/> Remove |
| _____        | _____       | _____<br>_____<br>_____ | <input type="checkbox"/> Add<br><input type="checkbox"/> Remove |

**E. If the limited partnership or limited liability limited partnership is amending its “limited liability limited partnership” status, enter change here:**

- This Limited Partnership hereby elects to be a “Limited Liability Limited Partnership.”
- This Limited Partnership hereby removes its “Limited Liability Limited Partnership” status.

**(NOTE:** *If adding or removing" limited liability limited partnership" status, all general partners must sign this amendment.*)

**F. If amending any other information, enter change(s) here:** *(Attach additional sheets, if necessary.)*

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Effective date, if other than the date of filing: \_\_\_\_\_  
*(Effective date cannot be prior to nor more than 90 days after the date this document is filed by the Florida Department of State.)*

**Note:** If the date inserted in this block does not meet the applicable statutory filing requirements, this date will not be listed as the document’s effective date on the Department of State’s records.

**Signature(s) of a general partner or all general partners\*:**

(\*NOTE: Only one current general partner is required to sign this document unless the limited partnership is adding or removing a “limited liability limited partnership” election statement. Chapter 620, F.S., requires all general partners to sign when adding or removing a “limited liability limited partnership” election statement.)

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**Signature(s) of all new or dissociating general partner(s), if any:**

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**Filing Fee:** \$52.50  
**Certified Copy (optional):** \$52.50  
**Certificate of Status (optional):** \$8.75