



**Wyoming Secretary of State**  
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122 W 25th Street  
Cheyenne, WY 82002-0020  
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For Office Use Only

## Appointment of New Registered Agent and Office

This form is used **ONLY** to change the registered agent from one person/company to a different person/company.

1. Name of the business entity:

*(The name of the business entity must match exactly with the Secretary of State's records.)*

2. Name of former registered agent and physical address of former registered office:

*(The former registered agent information provided must match exactly with the Secretary of State's records. If the business entity is without a registered agent, please list No Agent/No Office.)*

Former Registered Agent:

Former Registered Office Address:

3. Name of new registered agent and physical Wyoming address of new registered office:

*(The new registered agent information provided must match exactly with the Secretary of State's records if the new registered agent already represents at least one other business entity.)*

New Registered Agent:

New Registered Physical Office Address (must be located in Wyoming):

New Registered Agent's Mailing Address:

**For consistency the Secretary of State's office will only keep one version of the agent's name and address on file.**

4. I hereby certify that the new registered office and the registered agent comply with the requirements of W.S. 17-28-101 through W.S. 17-28-111.

5. The mailing address of my business should be changed to reflect the new registered office address.  
*(Please check one.)*

Yes                      No

6. The principal address of my business should be changed to reflect the new registered office address.  
*(Please check one.)*

Yes                      No

7. Once completed the physical address of the registered office and business office of the registered agent will be identical.

**Signature:** \_\_\_\_\_

*(Shall be executed by an authorized individual)*

**Date:**

*(mm/dd/yyyy)*

Print Name:

Contact Person:

Title:

Daytime Phone:

Email:

*(An email address is required. Email(s) provided will receive important reminders, notices and filing evidence.)*

Checklist

**\$5.00 Filing Fee** Make check or money order payable to Wyoming Secretary of State.

**Processing time is up to 15 business days** following the date of receipt in our office.

Please mail with payment to the address at the top of this form. **This form cannot be accepted via email.**

Please review the form prior to submission. **The Secretary of State's Office is unable to process incomplete forms.**



## Consent to Appointment by Registered Agent

I, \_\_\_\_\_, registered office located at  
*(name of registered agent)*

voluntarily consent to serve

*\*(registered office physical address, city, state, & zip)*

as the registered agent for  
*(name of business entity)*

I hereby certify that I am in compliance with the requirements of W.S. 17-28-101 through W.S. 17-28-111.

**Signature:** \_\_\_\_\_  
*(Shall be executed by the registered agent.)*

**Date:** \_\_\_\_\_  
*(mm/dd/yyyy)*

Print Name:

Daytime Phone:

Title:

Email:

*(An email address is required. Email(s) provided will receive important reminders, notices and filing evidence.)*

Registered Agent Mailing Address  
*(if different than above):*

**IMPORTANT:** If you are an existing registered agent and your existing address on record does not match what is provided on this form, a **Registered Agent Information Update** form is also required.