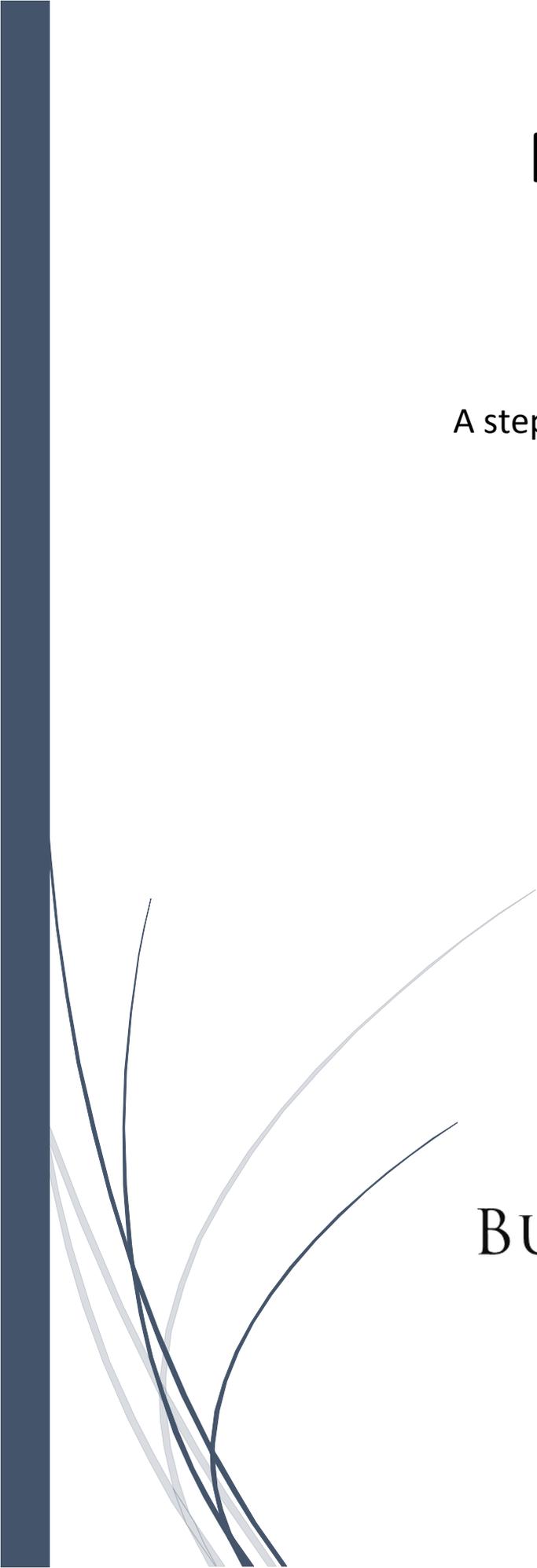


# Registering a Foreign Limited Liability Company (LLC)

A step-by-step guide to using the Secretary of  
State's Online Business Filing System



BUSINESS SERVICES  
MISSOURI  
SECRETARY  
OF STATE

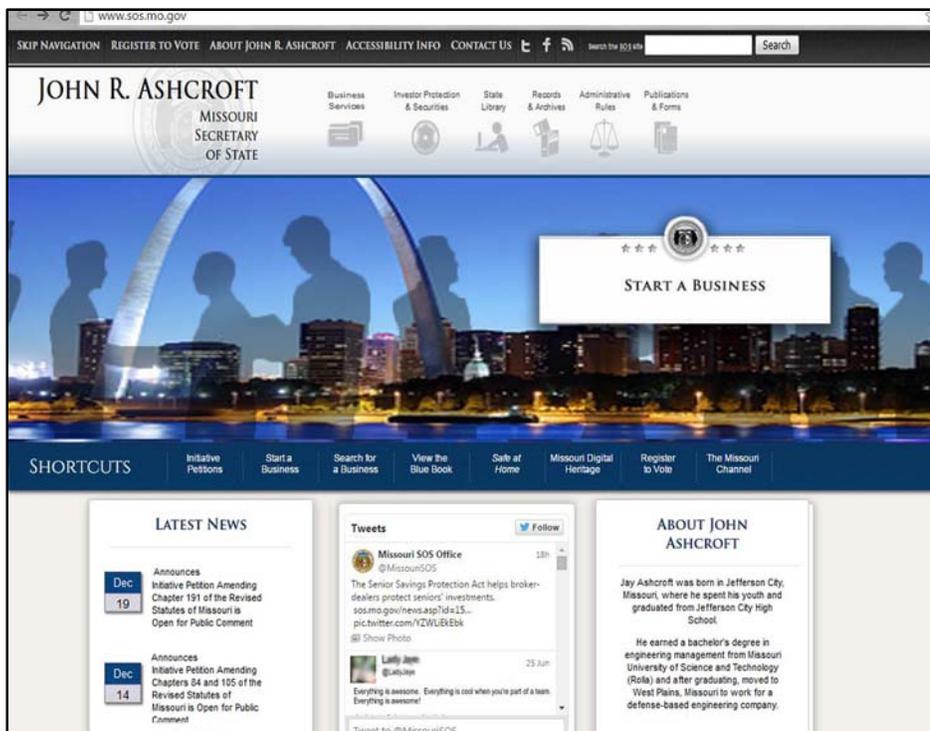


This guide is designed to help individuals navigate the Missouri Secretary of State's online business filing system to file a foreign LLC. Please view our [FAQ page](#) explaining the difference between domestic and foreign entities.

Please consult an attorney and accountant before filing with our office. Choosing the proper business entity for you and your business is an extremely important decision that must be tailored to every person's unique needs and circumstances. This guide does not provide tax or legal advice. It is only designed to navigate the Missouri Secretary of State's online filing system.

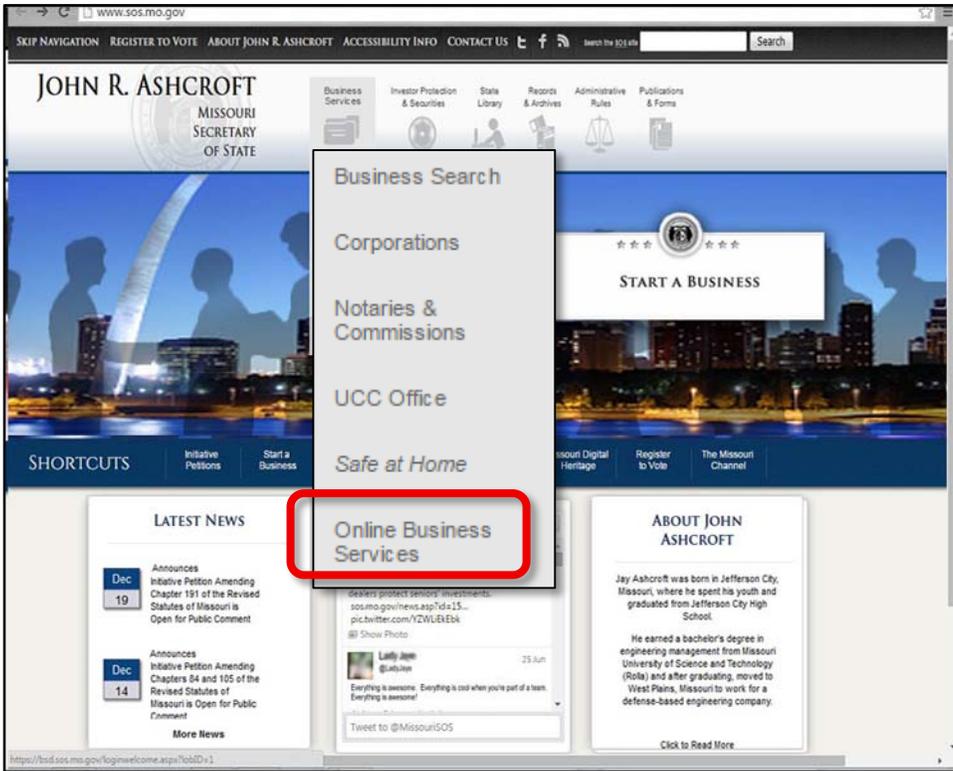
Please give us a call at 1-866-223-6535 or email us at [corporations@sos.mo.gov](mailto:corporations@sos.mo.gov) if you have any questions about the registration process.

Links to additional business resources are listed on the final page.



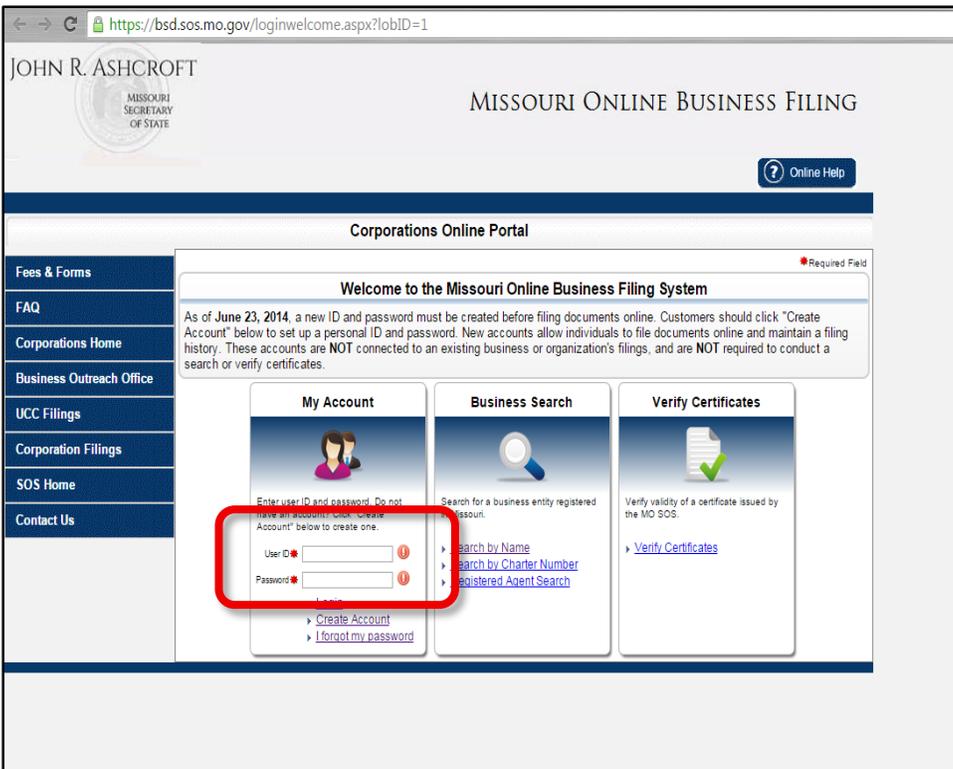
### Step 1

Go to [www.sos.mo.gov](http://www.sos.mo.gov).



**Step 2**

At the top, under “Business Services,” mouse over and select the last option in the drop down menu titled, “**Online Business Services**”.



**Step 3**

Log into the online system. Each user must create an individual account. These accounts are unique and are separate from information associated with a business entity. If you already have an account and know your username and password, type them into the appropriate fields and click “**Login.**”

- If you do not remember your password, select “**I forgot my password**” and a temporary password will be emailed to you.
- If you do not remember your username, you will need to call our office for assistance at 1-866-223-6535 or create a new account.
- If you do not have an account, click “**Create Account**” to get started.

**Create an Online Account**

Select a unique User ID and Password. The secretary of state's office recommends you not share your password with others, keep it in a secure location, and change it regularly.

User ID:   
 Password Policy?   
 Password:  Confirm Password:   
 Security Question:   
 Security Answer:

Enter your name and address.

Individual  Organization

Last Name:  First Name:  Middle Name:   
 Country:  USA  
 Address Line 1:  Address Line 2:  Address Line 3:   
 City:  State:  MO  County:  Postal Code:   
 Phone:  Country Code:   
 Email Address:  Confirm Email Address:

The State of Missouri makes no guarantees as to the accuracy of the information accessed, the timeliness of the delivery of transactions, and makes no warranties, expressed or implied. The Secretary of State's office, including its divisions, officers, and employees, will not be responsible or liable for any loss, consequence, or damage resulting directly from reliance on the accuracy, reliability, or timeliness of the information. The burden of responsibility remains with the filer to properly provide accurate, detailed and factual information. Any person or entity that relies on information obtained from this web site does so at the person's or entity's own risk. The user assumes the risk of verifying any materials used or relied on.

The account holder accepts responsibility for the online account established with the Secretary of State and agrees that the use of its online services will be performed in a professional manner. Further the account holder agrees that the information retrieved from Secretary of State databases will be used only in the course of normal business activities. The account holder also accepts financial responsibility for all services rendered under this account, including for filings and searches, in accordance with the Missouri Revised Statutes.

**I Agree to the Terms and Conditions stated above.**

**CREATE ACCOUNT** CANCEL

**Step 3 (cont.)**

Enter all the appropriate information into the boxes provided.

Check the box stating "I agree to the Terms and Conditions stated above" and click "Create Account".

JOHN R. ASHCROFT  
MISSOURI SECRETARY OF STATE

MISSOURI ONLINE BUSINESS FILING

MY ACCOUNT HOME SEARCH Shopping Cart Online Help

Welcome, Elizabeth Henderson Log Out

**CORPORATIONS DIVISION**

**LLC Filings**

- Create LLC**
- Amend/Correct LLC
- Change Reg. Agent/Address
- All Other LLC Filings

Nonprofit Filings: File Non-Profit Corp., Amend/Correct, Change Reg. Agent/Address, Print Registration Report, Other Non-Profit Filings

Other Business Entities (Corps, LLP, etc.): Create a Business Entity, Amend/Correct/Dissolve, Change Reg. Agent/Address, File/Print Registration Report, All Other Business Filings

Additional Filings: Request Reinstatement, File a Merger, File a Consolidation, File a Pre-Clearance, Submit a Service of Process, Renew Name Reservation

Registration Reports: File Annual Report, File Biennial Report, Print Registration Report

Certificates & Copies: Order Good Standing, Order Certified Copies, Verify Certificates, Check My Orders

My Account & Filing History: Correct a Rejected Filing, In Progress Filings, Filing History, Payments and Billing, Update Account, Update Password

Other links: Register Fictitious Name, Renew Fictitious Name, Correct Fictitious Name, Cancel Fictitious Name

**Step 4**

After you have successfully logged in, you will be directed to the filing "Home" tab. Locate the box titled "LLC Filings" box and click the first option: "Create LLC".

JOHN R. ASHCROFT  
MISSOURI SECRETARY OF STATE

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MY ACCOUNT HOME SEARCH Shopping Cart Online Help

Welcome, Business Services Division Log Out

Create a new entity

Fees & Forms  
FAQ  
Corporations Home  
Business Outreach Office  
UCC Filings  
Corporation Filings  
SOS Home  
Contact Us

Create a New Entity File an Amendment File a Registration Report

Type \* Limited Liability Company

Select "Foreign" if the entity is incorporated in any state/country outside of Missouri

Domestic or Foreign \* Foreign

BEGIN

Filer: Division, Business Services  
222 first st  
Columbia, MO 65203  
To change this information update My Account.

Please Note: A credit method is required to complete an online creation filing. If you have questions at 1.866.223.6535.

**Step 5**

From the "Create a new entity" tab, ensure "Limited Liability Company" is selected in the "Type" field.

From the drop down menu, select "Foreign". Please view our [FAQ page](#) explaining the difference between domestic and foreign entities.

Click "BEGIN".

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MY ACCOUNT HOME SEARCH Shopping Cart Online Help

Welcome, Business Services Division Log Out

HOME STATE NAME

Fees & Forms  
FAQ  
Corporations Home  
Business Outreach Office  
UCC Filings  
Corporation Filings  
SOS Home  
Contact Us

HOME NAME NAME IN MO GENERAL INFO. REG. AGENT ADDRESS GOOD REVIEW FILING SIGNATURE(S) SHOPPING CART  
STANDING

Enter the name of the Limited Liability Company in the state/jurisdiction in which it was incorporated.

Enter the name of the foreign limited liability company in its state of domicile.

Name \*

PREVIOUS: NEW FILING NEXT: NAME IN MO

**Step 6**

Enter the name of the LLC as it is registered in the state in which it was formed.

**Step 7**

Read the instructions in yellow carefully. Enter the name of the LLC as it was entered in the previous step. Click the **“GENERAL INFO.”** button to check the availability of the name.

- The name must be distinguishable from any other entity registered as a corporation, LP, LLP name or name reservation.
- The name must include one of the following (with or without punctuation and spaces) in its registered Missouri name: Limited Liability Company, Limited Company, LC or LLC.
- If the name is not available in Missouri, enter another name and click **GENERAL INFO.** to perform the name availability check. Repeat the search until an available name is found.

**Step 8**

You must indicate the country in which your foreign LLC was incorporated. If it was incorporated within the United States, you must also list the state.

You must also enter the date of original formation of the LLC in the country/state of domicile.

Click **“REG. AGENT”** to continue.

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Welcome, Business Services Division Log Out

**GENERAL INFORMATION**

HOME NAME	NAME IN MO	GENERAL INFO.	REG. AGENT	ADDRESS	GOOD STANDING	REVIEW FILING	SIGNATURE(S)	SHOPPING CART
Enter the limited liability company home state, purpose, and formation date.								
To become a Series LLC, the checkbox at the bottom of the page must be selected and additional filing documents must be uploaded.								
BE Type Limited Liability Company								
Domesticity Foreign		Country & State of Inc. USA						
Enter formation date in the state of domicile.								
Formation Date *								
Duration *		Perpetual						
Purpose *		Perpetual						
Please leave this field blank if you want the filing to take effect today. If you want a future effective date, enter a date that is no more than 90 days after today.								
Future Effective Date?								
Series LLC Only: Select the checkbox below to form a Series LLC.								
Series LLC <input type="checkbox"/>								
PREVIOUS: NAME IN MO				NEXT: REG. AGENT				

**Step 9**

You must indicate the duration of your LLC from the “Duration” drop down menu. The only option for foreign LLCs is “Perpetual.” This means that the LLC will continue to exist until it is actively dissolved.

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MISSOURI SECRETARY OF STATE

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Welcome, Business Services Division Log Out

**GENERAL INFORMATION**

HOME NAME	NAME IN MO	GENERAL INFO.	REG. AGENT	ADDRESS	GOOD STANDING	REVIEW FILING	SIGNATURE(S)	SHOPPING CART
Enter the limited liability company home state, purpose, and formation date.								
To become a Series LLC, the checkbox at the bottom of the page must be selected and additional filing documents must be uploaded.								
BE Type Limited Liability Company								
Domesticity Foreign		Country & State of Inc. USA						
Enter formation date in the state of domicile.								
Formation Date *								
Duration *		Perpetual						
Purpose *		Enter general character of the business it proposes to transact in the state of Missouri.						
Please leave this field blank if you want the filing to take effect today. If you want a future effective date, enter a date that is no more than 90 days after today.								
Future Effective Date?								
Series LLC Only: Select the checkbox below to form a Series LLC.								
Series LLC <input type="checkbox"/>								
PREVIOUS: NAME IN MO				NEXT: REG. AGENT				

**Step 10**

Specify a purpose for which the LLC is organized.

You may list a specific purpose directly related to your company’s business or endeavor. You may supplement that with, or solely state, that the company’s business is to transact any or all lawful business for which a limited liability company may be organized under Missouri law.

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MY ACCOUNT HOME SEARCH Shopping Cart Online Help

Welcome, Business Services Division Log Out

**GENERAL INFORMATION**

HOME NAME NAME IN MO GENERAL INFO. REG. AGENT ADDRESS GOOD STANDING REVIEW FILING SIGNATURE(S) SHOPPING CART

Enter the limited liability company home state, purpose, and formation date.

To become a Series LLC, the checkbox at the bottom of the page must be selected and additional filing documents must be uploaded.

BE Type Limited Liability Company  
Domesticity Foreign Country & State of Inc. USA

Enter formation date in the state of domicile.  
Formation Date \*

Duration \* Perpetual

Purpose \* Enter general character of the business it proposes to transact in the state of Missouri.

Please leave this field blank if you want the filing to take effect today. If you want a future effective date, enter a date that is no more than 90 days after today.  
Future Effective Date?

Series LLC

PREVIOUS: NAME IN MO NEXT: REG. AGENT

**Step 11 (optional)**

You have the option to select a future effective date for your filing.

- If you want the effective date to be the same as the date the LLC is submitted or filed, **leave this blank.**
- Click on the small calendar icon next to the “Future Effective Date” text box only if you desire a future date.
- After this registration is completed, any future changes/corrections to the effective date of registration will result in a fee.

Click “REG. AGENT” to continue.

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MY ACCOUNT HOME SEARCH Shopping Cart Online Help

Welcome, Business Services Division Log Out

**GENERAL INFORMATION**

HOME NAME NAME IN MO GENERAL INFO. REG. AGENT ADDRESS GOOD STANDING REVIEW FILING SIGNATURE(S) SHOPPING CART

Enter the limited liability company home state, purpose, and formation date.

To become a Series LLC, the checkbox at the bottom of the page must be selected and additional filing documents must be uploaded.

BE Type Limited Liability Company  
Domesticity Foreign Country & State of Inc. USA

Enter formation date in the state of domicile.  
Formation Date \*

Duration \* Perpetual

Purpose \* Enter general character of the business it proposes to transact in the state of Missouri.

Please leave this field blank if you want the filing to take effect today. If you want a future effective date, enter a date that is no more than 90 days after today.  
Future Effective Date?

Series LLC Only: Select the checkbox below to form a Series LLC.  
Series LLC

PREVIOUS: NAME IN MO NEXT: REG. AGENT

**Step #12 (optional)**

If establishing a series LLC, check the box “Series LLC”.

You will be prompted to upload any supporting LLC 1A documents.

Click “NEXT: REG. AGENT”.

**Step 12**

Specify a registered agent.

A registered agent is an individual/organization who receives all notifications of due process for the company.

[Read more about registered agents.](#)

- Click “**I DO NOT WANT TO SEARCH**” to add a Registered Agent without searching.
- Click “**SEARCH REG. AGENT**” to search the database and selecting a registered agent.

**NOTE:** A registered agent must consent to being the registered agent for your business.

**Step 13**

Clicking “I do not want to search” will force you to enter the registered agent’s information.

A physical address is required. A PO Box may only be used if a physical address is also provided on line 1.

The use of the physical address of a UPS Store or similar mailing/receiving/forwarding service for the registered agent’s address is prohibited.

Enter the appropriate information for your registered agent. When finished, click “**SAVE REG. AGENT**”.

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MY ACCOUNT HOME SEARCH Shopping Cart Online Help

Welcome, Business Services Division Log Out

REGISTERED AGENT

Fees & Forms HOME NAME NAME IN MO GENERAL INFO. REG. AGENT ADDRESS GOOD STANDING REVIEW FILING SIGNATURE(S) SHOPPING CART

FAQ

Corporations Home Enter the name and address of the limited liability company's registered agent in Missouri. Note that PO Box may only be used in conjunction with a physical street address.

Business Outreach Office

UCC Filings

Corporation Filings

SOS Home

Contact Us

Registered Agent

Actions	Type	Name	Address	Since	To	Status
Update	Reg. Agent is Individual	Smith, John	555 Mills Rd Columbia, MO 65201			Active (Pending)
Delete						

PREVIOUS: GENERAL INFO. NEXT: ADDRESS

**Step 14**

Once saved, you can review and edit the Registered Agent information. From here, you may click “Update” to change the information, or click “Delete” to search for or reenter the Registered Agent information

Click “ADDRESS” to continue.

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MISSOURI ONLINE BUSINESS FILING

MY ACCOUNT HOME SEARCH Shopping Cart Online Help

Welcome, Business Services Division Log Out

ADDRESS

Fees & Forms HOME NAME NAME IN MO GENERAL INFO. REG. AGENT ADDRESS GOOD STANDING REVIEW FILING SIGNATURE(S) SHOPPING CART

FAQ

Corporations Home Enter the address of the registered office in the jurisdiction organized. If none required, then enter the principal office address of the foreign limited liability company. PO Box may only be used in conjunction with a physical street address.

Business Outreach Office

UCC Filings

Corporation Filings

SOS Home

Contact Us

Country USA

Address Line 1

Address Line 2

City

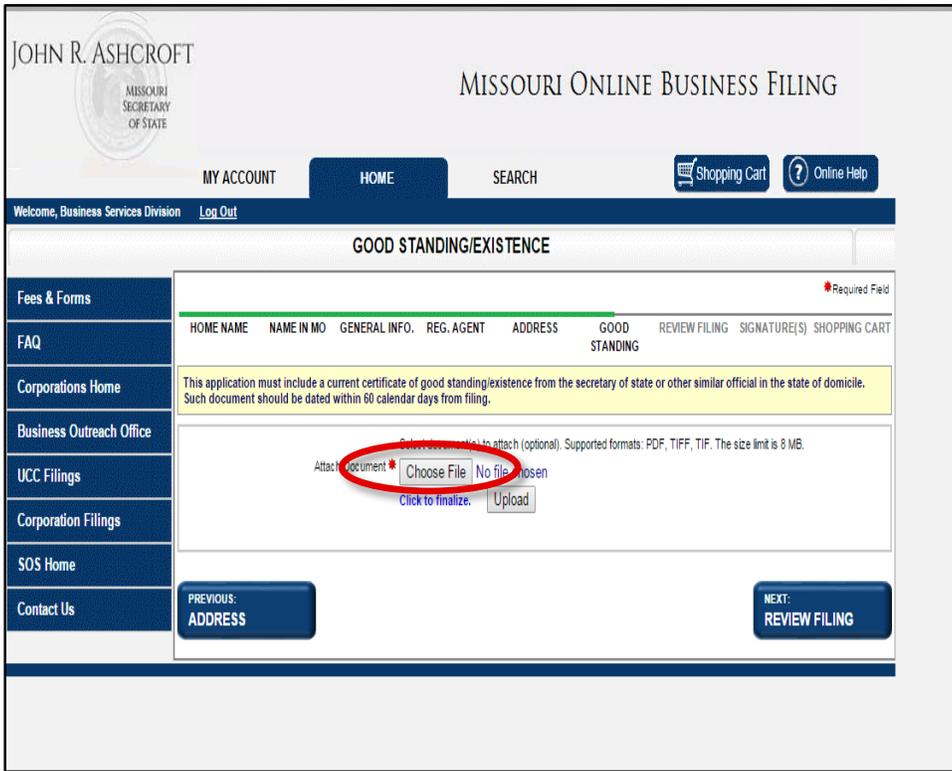
Address Line 3

State MO Zip

PREVIOUS: REG. AGENT NEXT: GOOD STANDING

**Step 15**

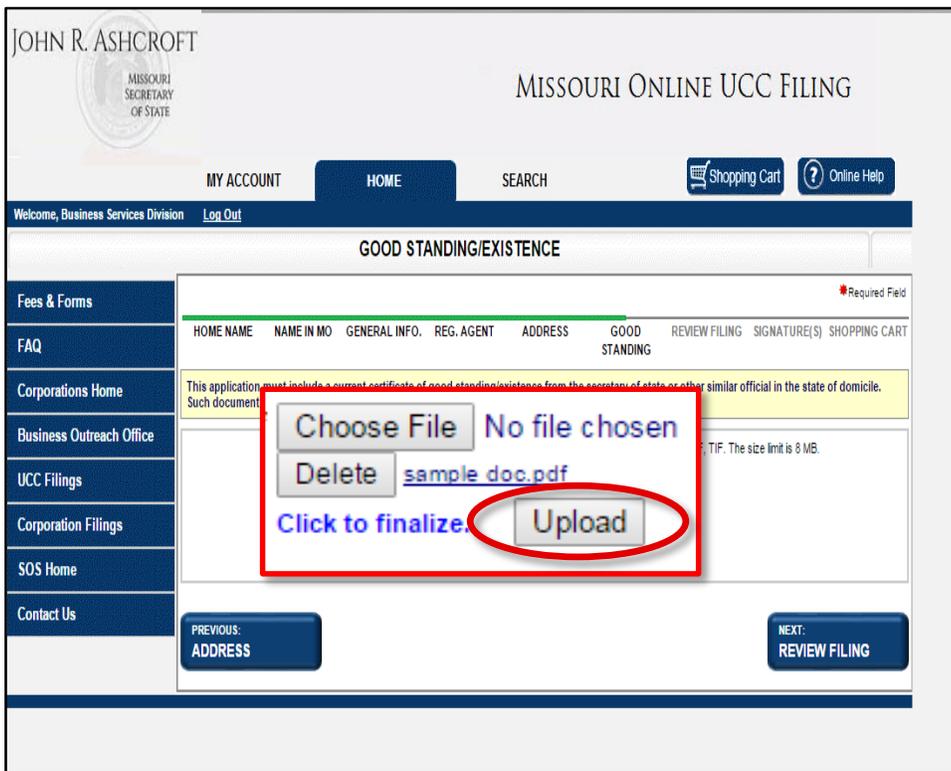
Next you must list your registered office address, in the jurisdiction in which it was organized. If you do not have a registered office address, enter your principal office address.



**Step 16(a)**

You must upload a current certificate of good standing/existence from the Secretary of State or other similar official in the state where the LLC was formed. The certificate should be dated within 60 calendar days from this filing.

Click **“Choose File”** and select the appropriate document from your computer or storage device.



**Step 16(b)**

Once you have chosen the correct file, click **“Upload.”** A small URL should appear under the **“Choose File”** button.

Click **“REVIEW FILING”** to continue.

**Step 17**

You will see an overview of your LLC. Review all information for accuracy before checking the box stating “I acknowledge that the information provided above is true and correct.”

- You may click “**SAVE FILING**” in to save your progress and continue later.
- Or, you may move onto the next step by clicking “**SIGNATURE(S)**”.

**Step 18**

An authorized person or organization must provide an electronic signature. To do so, that person will enter their first and last name and their title (i.e. Member, manager, officer, etc.). For an organization to sign they will enter their organization name, the first and last name of the authorized party as well as their title.

After signing, they must click “**SAVE**” to save the electronic signature.

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MISSOURI SECRETARY OF STATE

MISSOURI ONLINE BUSINESS FILING

MY ACCOUNT HOME SEARCH Shopping Cart Online Help

Welcome, Business Services Division Log Out

SIGNATURE(S)

Required Field

HOME NAME	NAME IN MO	GENERAL INFO.	REG. AGENT	ADDRESS	GOOD STANDING	REVIEW FILING	SIGNATURE(S)	SHOPPING CART
Enter authorized signature of a member, manager or other authorized agent.								
Section 575.040 RSMo								
ADD AUTHORIZED SIGNATURE								
Authorized Signature(s)								
Actions	Name				Type			
Update	Jane Smith				Organizer			
Delete								

In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under Section 575.040, RSMo)

PREVIOUS: REVIEW FILING NEXT: SHOPPING CART

**Step 19**

If you need to add another authorized signature, click “**ADD AUTHORIZED SIGNATURE**” and repeat **Step 18**.

Ensure the signer information is correct. If you notice inaccurate information, click “**Update**” to make changes or “**Delete**” to remove the signer and add a new one.

To move to the next step, click “**SHOPPING CART.**”

JOHN R. ASHCROFT  
MISSOURI SECRETARY OF STATE

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MY ACCOUNT HOME SEARCH Shopping Cart Online Help

Welcome, Business Services Division Log Out

Shopping Cart

Required Field

SHOPPING CART PAYMENT CORRESPONDENCE

ADD ANOTHER FILING ORDER COPIES/ CERTIFICATES

Actions	Priority	Item / Type	Filing Name	Quantity	Fee/Amount	Total Due
Modify	1	Application for Registration of a Foreign Limited Liability Company		1	Application of Registration as a Foreign LLC (F) \$105.00	\$105.00
Remove from Cart						
Delete						

Total Items: 1 Total Due: \$105.00 plus convenience fee\*

A small convenience fee will be calculated once a payment method is selected. Convenience fees are not assessed, collected or retained by the state. You may read more about how convenience fees are calculated [here](#).

NEXT: PAYMENT

**Step 20**

The Application for Registration of a Foreign Limited Liability Company will automatically be added to your shopping cart. The fee is \$105 plus a [convenience fee](#).

To add another filing, click “**ADD ANOTHER FILING.**”

To order copies/certificates, click “**ORDER COPIES/CERTIFICATES.**”

Click “**PAYMENT**” to continue the transaction.

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MISSOURI SECRETARY OF STATE

MISSOURI ONLINE BUSINESS FILING

MY ACCOUNT HOME SEARCH Shopping Cart Online Help

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Payment Information

Shopping Cart (1 - Items)

Select Payment Method

Subtotal  
Convenience Fee  
Total \$195.00

The Missouri Secretary of State's Office accepts online payments using a credit card or E-Check (Electronic Bank Draft). E-Check is an easy and secure method that allows you to pay your filing fees or other fees or charges by bank draft.

- Electronic Bank Draft (E-Check) - You will need your routing number, checking account number, and your next check number.
- Debit & Credit Card - The Secretary of State's Office accepts MasterCard, Discover, Visa, and American Express. Debit cards are accepted and processed as credit cards.

NOTE: By accessing this filing and payment system, the user will be leaving Missouri's website and connecting to the website of Collector Solutions, Inc. The website of Collector Solutions, Inc., is a secure and confidential website.

I Agree to the Terms and Conditions stated above.

PREVIOUS: SHOPPING CART NEXT: SUBMIT PAYMENT

**Step 21**

Select a payment method from the drop down menu.

- The options are Credit Card or Electronic Check.
- If you'd like to pay through ACH, please contact our office at: **1-866-223-6535** or [corporations@sos.mo.gov](mailto:corporations@sos.mo.gov).

The convenience fees for this transaction are:

- Credit Card: \$2.26 = (\$105\*2.15%)
- Electronic Check: \$0.50

Welcome, Business Services Division Log Out

Payment Information

Shopping Cart (1 - Items)

Select Payment Method

Credit Card Information

Card Type

Credit Card Number

CVV

Expiration

Name on Card

Billing Address

Country

Street Address

City

State

Postal Code

Phone

Subtotal \$50.00  
Convenience Fee \$1.25  
Total \$51.25

The Missouri Secretary of State's Office accepts online payments using a credit card or E-Check (Electronic Bank Draft). E-Check is an easy and secure method that allows you to pay your filing fees or other fees or charges by bank draft.

- Electronic Bank Draft (E-Check) - You will need your routing number, checking account number, and your next check number.
- Debit & Credit Card - The Secretary of State's Office accepts MasterCard, Discover, Visa, and American Express. Debit cards are accepted and processed as credit cards.

NOTE: By accessing this filing and payment system, the user will be leaving Missouri's website and connecting to the website of Collector Solutions, Inc. The website of Collector Solutions, Inc., is a secure and confidential website.

I Agree to the Terms and Conditions stated above.

PREVIOUS: SHOPPING CART NEXT: SUBMIT PAYMENT

**Step 22**

Complete the payment information.

Click "I Agree to the terms and conditions stated above".

Click "SUBMIT PAYMENT" to continue.

JOHN R. ASHCROFT  
MISSOURI SECRETARY OF STATE

MISSOURI ONLINE BUSINESS FILING

MY ACCOUNT HOME SEARCH Shopping Cart Online Help

Welcome, BSD Intern Log Out

### ORDER SUMMARY

**VIEW/PRINT ORDER SUMMARY**

Filer: Intern, BSD  
555 Mills Rd  
Columbia, 65201 (UnitedStates)

Amount Paid: \$107.26  
Payment Method: Credit Card  
Payment Authorization: Y988756Y

**Get ADOBE® READER®**

If the filing status is listed as "Under Review", the filing has been submitted to a holding queue for a Secretary of State employee to review/accept/reject and you will receive a notification upon processing.

**Order Items**

Actions	Queue Item No	Description	Regarding Entity	Fee	Status
<a href="#">View Details</a>	ORI-08202015-0001	Application for Registration of a Foreign Limited Liability Company	sdjkhgkj LLC	\$105.00	Under Review
		Convenience Fee		\$2.26	

Convenience fees are not assessed, collected or retained by the state.

**Step 23**

After you submit your payment, click **"VIEW/PRINT ORDER SUMMARY"** to view a printable pdf of your order summary.

**RETURN TO ORDER SUMMARY**

[Application for Registration of a Foreign LLC](#) [Order Summary](#)

**Get ADOBE® READER®**

**File Acknowledgement Information**

Filer Name: Intern, BSD  
Filer Address: 555 Mills Rd  
Columbia, MO 65201

Contact: Intern, BSD  
Phone: (555) 555-5555

**HOME STATE NAME**  
Name: ksdhfsd LLC

**NAME IN MISSOURI**  
Name Reservation Number  
Name: sdjkhgkj LLC

**GENERAL INFORMATION**

BE Type: Limited Liability Company  
Domesticity: Foreign  
Country & State of Inc.: USA Illinois  
Formation Date: 8/20/2014

Duration: Perpetual  
Purpose: x

Future Effective Date?

Series LLC:

**REGISTERED AGENT**

Type	Name	Address	Since	To	Status
Reg. Agent is Individual	Smith, John	555 Mills Rd Columbia, MO 65201			Active (Pending)

**ADDRESS**

Country: USA  
Address Line 1: 111 Main St.  
Address Line 2: City: Columbia  
Address Line 3: State: MO  
Zip: 65203

**GOOD STANDING/EXISTENCE**

Attach Document: [garnia.dbo.pdf](#)

**Step 24(a)**

After selecting "View/Print Order Summary", you will see PDF links near the top of the screen: the application for registration of a foreign LLC and the order summary.

Click on any of the files to view or print. (Example in step 24(b))

**Application for Registration of a Foreign Limited Liability Company**  
(Software with filing fee of \$105.00)

- The name of the foreign limited liability company is: ksdfhskj LLC
- The name under which the foreign limited liability company will conduct business in Missouri is (must contain "limited company", "limited liability company", "L.L.C.", "LLC", or "L.L.C.") (must be filled out if different from line (1)):  
ksdfhskj LLC
- The foreign limited liability company was formed under the laws of Illinois on the date of 8/20/2014
- The purpose of the foreign limited liability company or the general character of the business it proposes to transact in this state is:
- The name and address of the limited liability company's registered agent in Missouri is (this line must be completed and include a street address):  
Name: John Smith Address (PO Box may only be used in conjunction with a physical street address): 555 Mills Rd City/State/Zip: Columbia MO 65201
- The address of the registered office in the jurisdiction organized. If none required, then the principal office address of the foreign limited liability company is:  
Address (PO Box may only be used in conjunction with a physical street address): 111 Main St City/State/Zip: Columbia MO 65201
- This application must include a current certificate of good standing/existence from the secretary of state or other similar official in the state of domicile. Such document should be dated within 60 calendar days from filing.

**GOOD STANDING/EXISTENCE**  
Attach Document [sample.doc.pdf](#)

**Step 24(b)**

After clicking on one of the files, it will be visible in the browser.

- If you mouse over the pdf, a menu will appear with a print icon and a save icon. This will look different depending on what browser you are using.
- You may save your file to your computer or print it now.

**JOHN R. ASHCROFT**  
MISSOURI SECRETARY OF STATE

MISSOURI ONLINE BUSINESS FILING

MY ACCOUNT HOME SEARCH Shopping Cart Online Help

Welcome, Lesley Lueckenotte Log Out

**CORPORATIONS DIVISION**

LLC Filings	Nonprofit Filings	Other Business Entities (Corps, LLP, etc.)	Additional Filings
<ul style="list-style-type: none"> <li>Create LLC</li> <li>Amend/Correct LLC</li> <li>Change Reg. Agent/Address</li> <li>All Other LLC Filings</li> </ul>	<ul style="list-style-type: none"> <li>Create Non-Profit Corp.</li> <li>Amend/Correct</li> <li>Change Reg. Agent/Address</li> <li>File/Print Registration Report</li> <li>All Other Non-Profit Filings</li> </ul>	<ul style="list-style-type: none"> <li>Cre...</li> <li>Am...</li> <li>Char...</li> <li>File/...</li> <li>ALL...</li> </ul>	<ul style="list-style-type: none"> <li>Correct a Rejected Filing</li> <li>In Progress Filings</li> <li>Filing History</li> <li>Payments and Billing</li> <li>Update Account</li> <li>Update Password</li> </ul>
Fictitious Names	Registration Reports		
<ul style="list-style-type: none"> <li>Register Fictitious Name</li> <li>Renew Fictitious Name</li> <li>Correct Fictitious Name</li> <li>Cancel Fictitious Name</li> </ul>	<ul style="list-style-type: none"> <li>File Annual Report</li> <li>File Biennial Report</li> <li>Print Registration Report</li> </ul>	<ul style="list-style-type: none"> <li>Order...</li> <li>Order...</li> <li>Verif...</li> <li>Check...</li> </ul>	<ul style="list-style-type: none"> <li>Update Account</li> <li>Update Password</li> </ul>

**Step 25 (optional)**

If in the future if you need to print or view filed documents, you may do so by going to the "My Account & Filing History" box from the home page and clicking "Filing History".

## Additional Reporting Requirements

*What are the other reporting requirements for LLCs?*

LLCs are required to immediately file if any changes occur to their articles of incorporation, management structure (i.e. member or manager managed) and/or their registered agent or the agent's office address. ([Chapter 347 RSMo](#))

*Do LLCs have to file Annual Registration Reports?*

No. LLCs do not file annual registration reports.

Please give us a call at 1-866-223-6535 or email us at [corporations@sos.mo.gov](mailto:corporations@sos.mo.gov) if you have any questions about the registration process.

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## Resources for Entrepreneurs and Business Owners

*Below are just a few links to the resources available to you when starting and growing a business in Missouri. Take some time to review these sites and take advantage of the many opportunities available to you.*



[www.ded.mo.gov](http://www.ded.mo.gov)

The Missouri Department of Economic Development has numerous resources for new and existing businesses. You can find a comprehensive list of all state business assistance programs and incentives at <https://ded.mo.gov/businesses/BusinessAssistance.aspx>



[www.business.mo.gov](http://www.business.mo.gov)

The Missouri Business Portal offers many resources to help businesses of all sizes and in all industries start, grow and manage their businesses. You can find educational resources about entrepreneurship to listings of hundreds of available shovel-ready sites and development properties.



[www.mosourcelink.com](http://www.mosourcelink.com)

Focused on helping businesses and nonprofits in the startup and growth phases of their life cycle, MO SourceLink brings together resources from across the state. You can find information about how to evaluate your business idea: <http://www.mosourcelink.com/startup/evaluate-your-idea> and help finding free business counselors in your area using *TheResourceNavigator*: <http://www.mosourcelink.com/startup/meet-with-a-counselor>, <http://www.mosourcelink.com/resources/find-a-resource>