

**BR**

KANSAS SECRETARY OF STATE  
**Resolution of Withdrawal  
Domestic (Kansas) and Foreign  
(non-Kansas) Business Trust**

## INSTRUCTIONS FOR FILING RESOLUTION OF WITHDRAWAL

**SUBMIT THE DOCUMENTS  
WITHOUT THIS PAGE**

***Note: All documents filed by the Secretary of State's office are considered public record and may be viewable online.***

**How to complete the Resolution of Withdrawal for a business trust:**

The business's status must be either in good standing or showing as registered. Businesses in a forfeited status must first reinstate to file a resolution of withdrawal. Check the status of the business online at <https://www.sos.ks.gov/eforms/BusinessEntity/Search.aspx>.

More information on reinstating can be found online at <https://www.sos.ks.gov/businesses/reinstate-a-business.html>.

The Resolution of Withdrawal must be submitted with a certified copy of the resolution duly adopted by its trustees declaring its intention to withdraw.

Each of the numbered instructions below corresponds to a section on the form.

1. List the business's ID number issued by the Kansas Secretary of State (This is not a tax ID number). ID numbers may be found online at <https://www.sos.ks.gov/eforms/BusinessEntity/Search.aspx>.
2. Provide the complete legal business name.
3. An authorized person on behalf of the business must sign.

**Fee Schedule**

**Resolution of Withdrawal**

The filing fee for the resolution of withdrawal is as follows:

Business Trust paper filing:.....\$35

**Mail to:**

Kansas Secretary of State  
Memorial Hall, 1st Floor  
120 SW 10th Avenue  
Topeka KS 66612

Checks and credit/debit cards are accepted for payment. Make checks payable to the Kansas Secretary of State. Once processing the resolution of withdrawal and certified copy of the resolution, a certified copy of the resolution of withdrawal and certified copy of the resolution will be mailed to the address of the sender.

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**COVER PAGE  
RESOLUTION OF WITHDRAWAL**

*Note: The credit/debit card information will be destroyed upon the filing of the document.*

**Contact Information**

**Contact Person**

**Direct Phone Number for Contact Person**

**Payment Information**

**Credit/Debit Card Number**

**Expiration Date**

**Billing Zip Code**

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**Kansas Office of the Secretary of State:**

Memorial Hall, 1st Floor (785) 296-4564  
120 S.W. 10th Avenue kssos@sos.ks.gov  
Topeka, KS 66612-1594 https://sos.ks.gov

**Note: The status of the business must be either in good standing or registered. Businesses in a forfeited status must first reinstate before submitting this document. See instructions for details.**

**1. Business ID/file number:**

Kansas Secretary of State  
issued file number.

**2. Name of business trust:**

Must match name on record with  
the Kansas Secretary of State.

**The above-named business trust surrenders its authority to transact business in the state of Kansas and withdraws from the state of Kansas.**

**The undersigned is an officer or trustee of the business trust and he/she certifies that the attached resolution is a true and correct copy of the resolution adopted by the Board of Trustees and that he/she is authorized by the board to file this resolution with the Secretary of State.**

**3. I declare under penalty of perjury pursuant to the laws of the state of Kansas that the foregoing is true and correct.**

Signature of Authorized Person

Name of Signer (Printed or typed)

X