

Filing Fee \$90.00

**DOMESTIC  
BUSINESS CORPORATION**

**STATE OF MAINE**

**ARTICLES OF CHARTER SURRENDER  
(Upon Entity Conversion)**

\_\_\_\_\_  
(Name of Corporation Prior to Conversion)

<p>_____ Deputy Secretary of State</p> <hr/> <p><b>A True Copy When Attested By Signature</b></p> <p>_____ Deputy Secretary of State</p>
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Pursuant to [13-C MRSA §§956](#) and [957](#), the undersigned corporation executes and delivers the following Articles of Charter Surrender:

**FIRST:** The articles of charter surrender are being filed in connection with the conversion of the corporation to a foreign unincorporated entity and the effective date of the conversion is (date) \_\_\_\_\_.

**SECOND:** The conversion was duly approved by the shareholders in the manner required by this Act and the corporation's articles of incorporation.

**THIRD:** The jurisdiction under the laws of which the surviving entity is organized is \_\_\_\_\_.

**FOURTH:** If the surviving entity is a nonfiling entity, the address of its executive office immediately after the conversion.

\_\_\_\_\_

**FIFTH:** The surviving entity shall appoint the Secretary of State as its agent for service of process in a proceeding to enforce the rights of shareholders who exercise appraisal rights in connection with the conversion and shall provide a mailing address to which the Secretary of State may mail a copy of any process served on the Secretary of State.

\_\_\_\_\_

(mailing address)

**SIXTH:** The corporation agrees that it will promptly pay the amount, if any, to which the shareholders are entitled under [chapter 13](#) of Title 13-C.

**DATED** \_\_\_\_\_ **\*By** \_\_\_\_\_

(signature of an officer or other duly authorized representative)

\_\_\_\_\_  
(type or print name and capacity)

\*This document **MUST** be signed by an officer or other duly authorized representative. ([13-C MRSA §956.1](#))

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

**SUBMIT COMPLETED FORMS TO: CORPORATE EXAMINING SECTION, SECRETARY OF STATE,  
101 STATE HOUSE STATION, AUGUSTA, ME 04333-0101**

## Customer Contact Cover Letter

Name of entity(s) on the submitted filings:

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**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](mailto: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