SDAT Revised: May 2024 Page 1 of 5



## Fee Schedule for Documents Relating to Corporate Charters

## **Explanation of Service Fees**

Non Expedited Service: May take 4 - 6 weeks to review.

**Expedited Service Fees**: Documents hand-delivered or via dropbox requesting expedite service will require a \$50 expedite fee and will be reviewed within 7-10 business days. <u>Hand-delivered transactions are to be paid by check, credit</u> card or money order; between 8:30 AM and 3:30 PM.

Rush Filing Fees via paper: Same-day service has an expedited fee of \$425. Documents may be delivered via the dropbox by 10 AM for same-day review and picked up by 3:45 PM. Same-day service can also be submitted inperson by appointment only.

Appointments can be made via scheduling portal: https://telegov.egov.com/sdatcharter/AppointmentWizard

Rush Filing Fees via online: Same-day service via online has an expedited fee of \$325 and must be submitted by 2:30 PM for Same-day review. Not all documents are eligible for Same-day service online.

**Online Filings**: Some documents filed via Maryland Business Express provide the options to be a rush filing, expedited or non expedited. Expedited documents will be reviewed within 7-10 business days. Non-expedited documents will be reviewed within 6-8 weeks. This electronic government service includes a 3% service/convenience fee for payments processed through the Maryland Business Express portal.

Rejected Corporate Charter Documents: Please note that under \*Maryland law a filer has sixty (60) days from the date of our initial rejection of a filing to correct any rejected document and resubmit it or all filing fees are retained by the Department for reviewing the first filing. If a document is resubmitted after the sixtieth day, another separate filing fee must be paid with the second submission. If a filer chooses not to resubmit the document for filing, a request for a refund must be made in writing within sixty (60) days of the date of the initial rejection of the document.

Note: Documents preceded by \*\* may require Certificates of Conveyance. The fee for each certificate is \$25.00.

| Type of Filing                                    | Fee   | Organization & Capitalization Fee          | Expedited<br>Service Fee |
|---|-------|--|--------------------------|
| Articles of Incorporation:                        | \$100 | * <b>\$20</b> You must pay this fee if you | \$50                     |
| *Non-stock, Professional and Religious, Stock and |       | submit any of these                        |                          |
| Close - aggregate par value of stock is not over  |       | documents.                                 |                          |
| \$100,000.  |       |  |                          |

Non-stock corporations that will seek tax-exempt status under IRS Code Sections 501(c) (3), (4), or (6) will be charged an additional \$50.00 to file Articles of Incorporation. The money collected will go to the Maryland Not-For-Profit Development Center Program Fund.

|   |                    | SDAT Revised: I                                      | May 2024 Page 2 of 5 |
|---|--------------------|--|----------------------|
| Articles of Amendment                                   | \$100              | Only when aggregate par value of stock is increasing | \$50                 |
| Articles of Restatement                                 | \$100              | none   | \$50                 |
| Articles of Supplementary                               | \$100              | Only when aggregate par value of stock is increasing | \$50                 |
| Articles of Dissolution (including cost of publication) | \$0                | none   | \$50                 |
| Articles of Revival                                     | \$100              | none   | \$50                 |
| Articles of Share Exchange                              | \$100              | none   | \$50                 |
| **Articles of Merger                                    | \$100              | Only when aggregate par value of stock is increasing | \$50                 |
| Articles of Conversion                                  | \$100              |  | \$50                 |
| **Articles of Consolidation                             | \$100              | Only when aggregate par value of stock is increasing | \$50                 |
| Certificate of Correction                               | \$25               | Only when aggregate par value of stock is increasing | \$50                 |
| Certificate of Notice                                   | \$25               | none   | \$50                 |
| Notice of Change of Principal Office                    | \$25 per<br>entity | none   | \$50                 |
| Notice of Change of Name or Address of Resident  Agent  | \$25 per<br>entity | none   | \$50                 |

| Type of Filing                             | Fee   | Expedited<br>Service Fee |
|--|-------|--------------------------|
| Documents Relating to Foreign Corporations |       |                          |
| Registration of Name for a calendar year   | \$100 | \$50                     |
| Qualification to do intrastate business    | \$100 | \$50                     |
| Requalification of a canceled corporation  | \$100 | \$50                     |

SDAT Revised: May 2024 Page 3 of 5

|  |                  | VISCU. May 2024 1 age 5 01 5 |
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| Certified Statement of amendment, merger,          | \$25             | \$50                         |
| dissolution  |                  |                              |
| Application for termination of registration or     | \$0              | \$50                         |
| qualifications                                     |                  |                              |
| Notice of Change of Principal Office               | \$25             | \$50                         |
| Notice of Change of Name or Address or Resident    | \$25             | \$50                         |
| Agent  |                  |                              |
| Documents Relating to Limited Partnerships         |                  |                              |
| Certificate of Limited Partnerships                | \$100            | \$50                         |
| Certificate of Amendment                           | \$100            | \$50                         |
| Certificate of Cancellation                        | \$0              | \$50                         |
| Certificate of Reinstatement (domestic)            | \$100            | \$50                         |
| Registration of Foreign Limited Partnership        | \$100            | \$50                         |
| Other Certificates of Foreign Limited  Partnership | \$25             | \$50                         |
| **Articles of Merger                               | \$100            | \$50                         |
| Articles of Conversion                             | \$100            | \$50                         |
| Certificate of Correction                          | \$25             | \$50                         |
| Documents Relating to Limited Liability Companie   | es               |                              |
| Articles of Organization                           | \$100 (domestic) | \$50                         |
| Amendment to Articles of Organization              | \$100 (domestic) | \$50                         |
| Certificate of Correction                          | \$25 (domestic)  | \$50                         |
| Articles of Dissolution                            | \$0 (domestic)   | \$50                         |
| Articles of Continuation                           | \$100 (domestic) | \$50                         |
| Articles of Cancellation                           | \$0 (domestic)   | \$50                         |
| Articles of Merger                                 | \$100 (domestic) | \$50                         |
| Articles of Conversion                             | \$100            | \$50                         |

|  | 027111101                 | naca. May 2024 1 age 4 of 5 |  |
|--|---------------------------|-----------------------------|--|
| Registration   | \$100 (foreign)           | \$50                        |  |
| Certificate of Amendment                             | \$100 (foreign)           | \$50                        |  |
| Cancellation of Registration                         | \$0 (foreign)             | \$50                        |  |
| Certificate of Merger                                | \$25 (foreign)            | \$50                        |  |
| Change of Principal Office Resident Agent & Resident | \$25 (foreign & domestic) | \$50                        |  |
| Agent's Address                                      |                           |                             |  |
| Articles of Reinstatement                            | \$100 (domestic)          | \$50                        |  |
|  |                           |                             |  |
| Documents Relating to Limited Liability Partnerships |                           |                             |  |
| Certificate of Limited Liability Partnership         | \$100 (domestic)          | \$50                        |  |
| Amendment  | \$100 (domestic)          | \$50                        |  |
| Withdrawal Notice of a Partner                       | \$100 (domestic)          | \$50                        |  |
|  |                           |                             |  |
| Certificate of Reinstatement                         | \$100 (domestic)          | \$50                        |  |
| Registration   | \$100 (foreign)           | \$50                        |  |
|  |                           |                             |  |

| Amendment   | \$100 (foreign) | \$50           |  |
|---|-----------------|----------------|--|
| Cancellation  | \$0 (foreign)   | \$50           |  |
| Documents Relating to Trade Names                                     |                 |                |  |
| Trade Name Filing   | \$25            | \$50           |  |
| Trade Name Amendment  | \$25            | \$50           |  |
| Trade Name Cancellation   | \$25            | \$50           |  |
| Documents Relating to Financing Statements                            |                 |                |  |
| All UCC documents 8 pages or fewer                                    | \$25            | not applicable |  |
| All UCC documents 9 pages or more                                     | \$75            | not applicable |  |
| Other Fees  |                 |                |  |
| Reservation of Corporate or Limited Partnership Name, LLC or LLP Name | \$25            | \$20           |  |
| Certificate of Good Standing  | \$20            | \$20           |  |
| Long form certificate of Good Standing                                | \$20            | Not applicable |  |

SDAT Revised: May 2024 Page 5 of 5

|   | SDAT RE   | vised: May 2024 Page 5 of 5 |
|---|---|-----------------------------|
| Duplicate original of Certificates mentioned above,   | \$1 each  | Not applicable              |
| which are issued at the same time as original   |   |                             |
| Duplicate original of long form certificates of good  | \$2 each  | Not applicable              |
| standing, which are issued at the same time as the  |   |                             |
| original  |   |                             |
| Abstract of Corporate Records   | \$20  | \$20                        |
| Certificates relating to the status of foreign  | \$20  | \$20                        |
| corporations  |   |                             |
| Non-certified copies of documents on file with the Department requested in person or by mail. | \$1 per page  | \$20 per<br>document        |
| Certified copies of charter documents requested at time of recordation in person or by mail.  | \$20 for the first<br>certified copy and \$1<br>per page. | \$20 per<br>document        |
|   | additional certified<br>copy \$1 per page                 | \$20                        |
| Service of Process: Requires 2 copies of the complaint and 2 copies of the summons            | \$50 per defendant  | Not applicable              |

## Make checks payable to: State Department of Assessments and Taxation.

Mail to:

State Department of Assessments and Taxation Corporate Charter Division

700 East Pratt Street, 2nd Floor Baltimore, MD 21202