



ARTICLES OF ORGANIZATION

The person(s) signing below is(are) duly authorized to file this Articles of Organization creating a Maryland Limited Liability Company (LLC):

(1) The name of Limited Liability Company below is: (Required) Provide business’s full name

(2) The business purpose below is: (Optional) If provided, briefly describe the purpose or activity

(3) The principal office address is below: (Required) Provide full address in Maryland

Street Address (Number, Street Name, Unit/Apt number)

City, State, Zip Code

(4) The resident agent’s name is below: (Required) Provide full name

(5) The resident agent’s address is below: (Required) Provide full address in Maryland

Street Address (Number, Street Name, Unit/Apt number)

City, State, Zip Code

(6) Signature(s) of Authorized Person(s): (Required) Person(s) authorized to file this document

(7) Resident Agent’s Consent: (Required) I consent to serve as Resident Agent for this LLC.

Signature

If (4) is a business, full name & title required for person signing

Filing party’s return address:

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Instructions for Articles of Organization

Please use black ink to print or type clearly. Forms that are difficult to read may be returned.

This document contains the minimum required provisions to form a Maryland LLC. Additional provisions may be added if they are consistent with Maryland law.

Section (1) – LLC Name [REQUIRED]

Enter the full legal name of the Limited Liability Company (LLC). The name must include one of the following:

- Limited Liability Company
- LLC
- L.L.C.
- LC
- L.C.

The name must be distinguishable from other active businesses on file with SDAT.

Section (2) – Business Purpose [optional]

If provided, briefly describe the purpose or activity of the business.

Section (3) – Principal Office Address [REQUIRED]

Enter the principal office address of the LLC. The address must be located in Maryland.

Please include:

- Street number and street name
- Apartment or suite number, if applicable
- City, state, and ZIP code

Section (4) – Resident Agent Name [REQUIRED]

Enter the full name of the resident agent. The person or business that is designated to receive legal papers for the LLC is the resident agent.

- If a person, provide their full legal name (initials are only allowed for the middle name).
- If a business, provide the exact name listed on file with SDAT.

Section (5) – Resident Agent Address [REQUIRED]

Enter the Maryland resident agent's complete physical address.

The address must be located in Maryland. P.O. Boxes cannot be accepted.

Section (6) – Signature of Authorized Person(s) [REQUIRED]

At least one authorized person must sign the form. An authorized person is someone who is allowed to file this document on behalf of the LLC

Section (7) – Resident Agent Consent [REQUIRED]

The resident agent must sign to confirm consent to serve as resident agent for the LLC.

If a business is a resident agent in Section (4), the person signing for the business must also give their full name and title.

A return address is not required but it is suggested. This is where any contact about this filing should be sent.

Filing Fee and Processing Time

More Information about expedited and same-day service is available at Maryland SDAT Business Services

Standard Filing

- Fee: \$100
- Processing time: 6 to 8 weeks

Expedited Filing

- Fee: \$150
- Processing time: 7 to 14 business days

Same-Day Filing

Online Submissions

Fee: \$425

Paper Submissions (Drop Box or In-Person Delivery)

Fee: \$525

Filing Options

Online

File online through Maryland Business Express

By Mail

Mail the completed form and payment to:

State Department of Assessments and Taxation
Charter Division
700 E. Pratt Street, Suite 2700
Baltimore, MD 21202

Checks or money orders should be payable to:

- State Department of Assessments and Taxation
- SDAT

Hand Delivery

Documents may be delivered to the SDAT drop boxes at:
123 Market Place
Baltimore, MD 21202

Important Information

- Filing this form with SDAT does not constitute legal advice. SDAT staff cannot provide legal or tax advice.
- Consider consulting an attorney, accountant, or other professional for guidance.
- Every Maryland LLLC must file an Annual Report/Personal Property Return by April 15th. Failure to file may result in forfeiture where you lose your right to do business in Maryland.