

# ARTICLES OF AMENDMENT FOR A FAMILY FARM LIMITED LIABILITY COMPANY

Insert full name of limited liability company

A Maryland Limited Liability Company hereby amends its Articles of Organization as follows:

The limited liability company is a "Family Farm" as defined by Section 1-209 of the Corporations and Associations Article of the Annotated Code of Maryland.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Signature of Authorized Person(s)

**Return address of filing party**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## INSTRUCTIONS FOR DRAFTING ARTICLES OF AMENDMENT FOR A FAMILY FARM LIMITED LIABILITY COMPANY

Family Farm Limited Liability Company Articles of Amendment must be approved by the unanimous Consent of the Members, signed by an authorized person, and filed with the Department of Assessments and Taxation at 301 W. Preston Street, 8th Floor, Baltimore, Maryland 21201. The Articles do not have to recite the approval of the members. The above form may be used or a document may be created based on the above format. The filing fee for this document is \$100, however other fees may apply for related services from the Corporate Charter Division.

**NOTES:** Due to the fact that the laws governing the formation and operation of business entities and the effectiveness of a UCC Financing Statement involves more than filing documents with our office, we suggest you consult an attorney, accountant or other professional. State Department of Assessments & Taxation staff cannot offer business counseling or legal advice.

Regarding annual documents to be filed with the Department of Assessments & Taxation: All domestic and foreign legal entities must submit a Personal Property Return to the Department. Failure to file a Personal Property Return will result in forfeiture of your right to conduct business in Maryland

### **Where and how do I file my documents?**

By mail or in-person submissions should directed to:  
State Department of Assessments and Taxation, Charter Division  
301 W. Preston Street; 8th Floor  
Baltimore, MD 21201-2395

All checks must be made out to State Department of Assessments and Taxation. The cost to file documents should be included with the form. A schedule of filing fees is available online at <http://dat.maryland.gov/businesses/Documents/FEES.pdf>

Online business registration and document filing via the Maryland EGov Business portal. See the Maryland Business Express link on the homepage at [www.dat.maryland.gov](http://www.dat.maryland.gov)

**The Department of Assessments and Taxation no longer accepts via facsimile (fax) corporate documents for filing or document copy request.**

### **How long will it take to process my documents?**

Regular document processing time is 4-6 weeks.  
Expedited processing request will be handled within 7 business days. The expedited service fee is an additional \$50.00 for each document; other fees may also apply.

Hand-delivered documents in limited quantities receive same day expedited service between 8:30 a.m. and 4:30 p.m., Monday through Friday. You must be in line no later than 4:15 p.m. in order to receive service that same day.

Online filed documents are considered expedited and will be processed within 7 business days.