

# STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Office of the Secretary of State  
Corporations Division  
148 W. River Street  
Providence, Rhode Island 02904-2615  
(401) 222-3040

## INSTRUCTIONS FOR FILING CERTIFICATE OF CORRECTION

Section 7-16-13 of the General Laws of Rhode Island, 1956, as amended

**The attached form is designed to meet minimal statutory filing requirements pursuant to the relevant statutory provision. This form and the information provided are not substitutes for the advice and services of an attorney and/or tax specialist.**

1. If any document filed with the secretary of state under Title 7, Chapter 16, contains any typographical error, error of transcription or other technical error or has been defectively executed, the document may be corrected by filing a Certificate of Correction (Form No. 403) with the Office of the Secretary of State, Corporations Division, at the above address. When the Certificate of Correction is properly completed, signed and submitted with the correct filing fee, the Secretary of State will file the Certificate.
2. A certificate of correction may not make any other change or amendment which would not have complied in all respects with the requirements of this chapter at the time the document being corrected was filed. A certificate of correction may not change the effective date of the document being corrected, or affect any right or liability accrued or incurred by reason of the error or defect being corrected shall be extinguished by the filing if the person having such right or liability has not detrimentally relied on the original document.
3. Upon filing the Certificate of Correction, the limited liability company must be in good standing and current with the filing of its annual reports and the maintenance of its resident agent and its resident agent's address in this state.
4. The Certificate of Correction must be accompanied by a filing fee of \$50.00, and payment should be made payable to the Rhode Island Secretary of State.
5. The Certificate of Correction must be signed by an authorized person.

If you have any questions, please call us at (401) 222-3040, Monday through Friday, between 8:30 a.m. and 4:30 p.m.

Filing Fee: \$50.00

ID Number: \_\_\_\_\_



**STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS**

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**LIMITED LIABILITY COMPANY**

**CERTIFICATE OF CORRECTION**

Pursuant to the provisions of Section 7-16-13 of the General Laws of Rhode Island, 1956, as amended, the undersigned limited liability company hereby submits the following Certificate of Correction:

1. The name of the limited liability company is:

\_\_\_\_\_

2. The document to be corrected is \_\_\_\_\_

3. The name of each party to the document being corrected is \_\_\_\_\_

4. The date the document being corrected was filed is \_\_\_\_\_

5. The typographical error, error of transcription or other technical error, or the defect in the execution of the document, is:

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

6. The corrected portion of the document states as follows:

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

Under penalty of perjury, I declare and affirm that I have examined this Certificate of Correction, including any accompanying attachments, and that all statements contained herein are true and correct.

Date: \_\_\_\_\_

\_\_\_\_\_  
Print Name of Limited Liability Company

By \_\_\_\_\_  
Signature of Authorized Person