



Telephone: 877.767.3453

[OhioSoS.gov](http://OhioSoS.gov) | [business@OhioSoS.gov](mailto:business@OhioSoS.gov)

File online or for more information: [OhioBusinessCentral.gov](http://OhioBusinessCentral.gov)

## Filing Form Cover Letter

Please return the approval certificate to:

Name (Individual or Business Name):

To the Attention of (if necessary):

Address:

City:

State

ZIP Code:

Phone Number:

E-mail Address:

- Check here if you would like to receive important notices via email from the Ohio Secretary of State's office regarding Business Services.
- Check here if you would like to be signed up for our Filing Notification System for the business entity being created or updated by filing this form. This is a free service provided to notify you via email when any document is filed on your business record.

Please make checks or money orders payable to: "Ohio Secretary of State"

Type of Service Being Requested: (PLEASE CHECK **ONE** BOX BELOW)

- Regular Service:** Only the filing fee listed on page one of the form is required and the filing will be processed in approximately 3-7 business days. The processing time may vary based on the volume of filings received by our office.
- Expedite Service 1:** By including an Expedite fee of \$100.00, **in addition** to the regular filing fee on page one of the form, the filing will be processed within 2 business days after it is received by our office.
- Expedite Service 2:** By including an Expedite fee of \$200.00, **in addition** to the regular filing fee on page one of the form, the filing will be processed within 1 business day after it is received by our office. **This service is only available to walk-in customers who hand deliver the document to the Client Service Center.**
- Expedite Service 3:** By including an Expedite fee of \$300.00, **in addition** to the regular filing fee on page one of the form, the filing will be processed within 4 hours after it is received by our office, if received by 1:00 p.m. **This service is only available to walk-in customers who hand deliver the document to the Client Service Center.**
- Preclearance Filing:** A filing form, to be submitted at a later date for processing, may be submitted to be examined for the purpose of advising as to the acceptability of the proposed filing for a fee of \$50.00. The Preclearance will be complete within 1-2 business days.



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**Mail this form to one of the following:**

Regular Filing (non expedite)  
P.O. Box 1329  
Columbus, OH 43216

Expedite Filing (Two business day processing time.  
Requires an additional \$100.00)

P.O. Box 1390  
Columbus, OH 43216

[For screen readers, follow instructions located at this path.](#)

**Statement of Denial  
For a Domestic Limited Liability Company  
Filing Fee: \$50  
Form Must Be Typed  
615-LDN**

Name of Limited Liability Company

Registration Number

**Optional:**

Effective Date (MM/DD/YYYY)

Effective Time

Pursuant to Ohio Revised Code Section 1706.172(D), a statement of denial delivered to the Ohio Secretary of State for filing under this chapter may specify an effective time and a delayed effective date of not more than ninety days following the date of receipt by the Secretary of State. A statement of denial is effective as provided in Ohio Revised Code Section 1706.172(D).

Filing Date of Statement of Authority to which the Statement of Denial Pertains  
(MM/DD/YYYY)

Statement to deny the person's authority.

**By signing and submitting this form to the Ohio Secretary of State, the undersigned hereby certifies that he or she has the requisite authority to execute this document.**

**Required**

This filing must be signed by the person named in a filed statement of authority who wishes to deny authority.

Signature

By (if applicable)

Print Name

# Instructions for Statement of Denial for a Domestic Limited Liability Company

This form should be used if you wish to file a Statement of Denial pursuant to Ohio Revised Code section 1706.20.

## **Effective Date and Effective Time (Optional)**

Pursuant to Ohio Revised Code Section 1706.172(D), a statement of denial delivered to the Ohio Secretary of State for filing under this chapter may specify an effective time and a delayed effective date of not more than ninety days following the date of receipt by the Secretary of State. A statement of denial is effective as provided in Ohio Revised Code Section 1706.172(D).

## **Limited Liability Company Information**

Provide the name of the limited liability company and the registration number.

## **Contents Required**

The Statement of Denial must state the date of the filing of the statement of authority to which the statement of denial pertains and must deny the person's authority.

## **Signature Required**

This filing must be signed by the person named in a filed statement of authority who wishes to deny authority.

## **Additional Provisions**

If the information you wish to provide does not fit on the form, please attach on a single-sided 8 ½ x 11 sheet(s) of paper.

## **Note**

Our office cannot file or record a document which contains a Social Security number or tax identification number. Please do not enter this information in any format on this form.