Office of the Minnesota Secretary of State

Assumed Name | Annual Renewal

Minnesota Statutes, Chapter 333

Must be filed by December 31

Read the instructions before completing this form.

Current Information on File: (If changes are needed, see instructions for further details.)

1. File Number:

2. Assumed Name: (Required)

3. Principal Place of Business Address: (Required)

Street Address | City | State | Zip Code

Email Address for Official Notices
Enter an email address to which the Secretary of State can forward official notices required by law and other notices**:**

☐ Check here to have your email address excluded from requests for bulk data, to the extent allowed by Minnesota law.

List a name and daytime phone number of a person who can be contacted about this form:

Contact Name | Phone Number

Entities that own, lease, or have any financial interest in agricultural land or land capable of being farmed must register with the MN Dept. of Agriculture's Corporate Farm Program.

Does this entity own, lease, or have any financial interest in agricultural land or land capable of being farmed?

Yes ☐ No ☐

NOTICE: Failure to file this form by December 31 of this year will result in the expiration of this assumed name without further notice from the Secretary of State, pursuant to Minnesota Statutes, section 333.055.

Print | Reset

INSTRUCTIONS

File your business document online by visiting our website at www.sos.state.mn.us.

All assumed names governed under *Minnesota Statutes,* Chapter 333 are required to file an annual renewal once every calendar year after the time of expiration of their ten year term (effective in 2011). The annual renewal will be filed for the calendar year in which the current expiration date is listed. Filing this Annual Renewal does not satisfy any other legal requirement. If Minnesota statutes or rules require a filing with another office, you must submit that filing separately.

If changes to the assumed business name or principal place of business address are necessary, an amendment form along with the applicable filing fee must be included with the annual renewal form.
Note: You cannot use the annual renewal form to make changes to your Certificate of Assumed Name.

1. **File Number:** List the file number issued by the Office of the Secretary of State.
2. **Assumed Name:** (Required) List the business name on file with the Secretary of State's office.
3. **Principal Place of Business Address:** (Required) List the Principal Place of Business Address on file with the Secretary of State's office.

Email Address for Official Notices. This email address may be used to send annual renewal reminders and other important notices that may require action or response. Check the box if you wish to have your email address excluded from requests for bulk data, to the extent allowed by Minnesota law.

List a name and daytime telephone number of a person who can be contacted about this form.

There is no fee for filing the annual renewal if the Assumed Name is active and in good standing. An Assumed Name that has expired for failure to file an annual renewal may retroactively reinstate its existence by filing the current year's renewal and paying a $45 for expedited service in-person and online filings, $25 if submitted by mail. Payable to the MN Secretary of State.

Please submit all items together and mail to the address below:

FILE IN-PERSON OR MAIL TO:
Minnesota Secretary of State - Business Services
Retirement Systems of Minnesota Building
60 Empire Drive, Suite 100
St Paul, MN 55103
(Staffed 8 a.m. – 4 p.m., Monday - Friday, excluding holidays)

Phone Lines: (9 a.m. - 4 p.m., M-F) Metro Area 651-296-2803; Greater MN 1-877-551-6767

All of the information on this form is public. Minnesota law requires certain information to be provided for this type of filing. If that information is not included, your document may be returned unfiled. This document can be made available in alternative formats, such as large print, Braille or audio tape, by calling (651)296-2803/voice. For a TTY/TTD (deaf and hard of hearing) communication, contact the Minnesota Relay Service at 1-800-627-3529 and ask them to place a call to (651)296-2803. The Secretary of State's Office does not discriminate on the basis of race, creed, color, sex, sexual orientation, national origin, age, marital status, disability, religion, reliance on public assistance or political opinions or affiliations in employment or the provision of service.