



State of Alaska  
Division of Corporations, Business and Professional Licensing  
**CORPORATIONS SECTION**  
PO Box 110806  
Juneau, AK 99811-0806  
Phone: (907) 465-2550  
Fax: (907) 465-2974  
Website: [www.commerce.alaska.gov/occ](http://www.commerce.alaska.gov/occ)

**NOTICE OF CHANGE  
OF OFFICIALS**  
**Domestic Business Corporation**  
**AS 10.06.813**

**\$25.00 Filing Fee (non-refundable)**

**INSTRUCTIONS (*Please retain for your records*):**

**NOTICE:** The Notice of Change of Officials will not be filed if a biennial report is due. Please verify that the biennial report has been filed. To verify this information please search for the entity by going to Search Corporations Database in the Corporations Section of our website at [www.commerce.alaska.gov/occ](http://www.commerce.alaska.gov/occ). If there is a biennial report due, the report may be filed online by selecting Biennial Reports on the Corporations Section page. If the officers/directors/shareholders have changed, but no biennial report is due, please submit a Notice of Change located in the Forms and Fees section.

Please note that a biennial report is intended to be a document recording the state of the corporation's officers and directors in the applicable year of filing. It may be necessary to file both a biennial report with that year's officers, directors, shareholders and a Notice of Change with the current officers, directors, shareholders. Verify current officers, directors, shareholders information in the Corporations Database.

**Pursuant to Alaska Statutes 10.06.813, the entity submits the Notice of Change for the purpose of changing its officers, directors, shareholders, or alien affiliates on record.**

**ITEM 1:** Provide the name of the entity currently on record and the Alaska Entity Number.

**ITEM 2:** List the prior officer/director/shareholder and the new (replacement) officer/director/shareholder and their new (replacement) mailing address, percentage of shares held, etc. Attach another sheet if necessary.

**Note:** Corporations must have a president, secretary, treasurer, and at least one director. The president and the secretary cannot be the same person unless the president is 100 percent shareholder. The entity may change alien affiliates and shareholders that hold 5 percent or more of shares issued.

**ITEM 3:** The Notice of Change must be signed by the corporate president or vice president currently on record.

Mail the Notice of Change and the non-refundable \$25.00 fee to:  
State of Alaska, Corporations Section, PO Box 110806, Juneau, AK 99811-0806

**STANDARD PROCESSING TIME** for complete and correct applications submitted to this office is approximately 10-15 business days. All applications are reviewed in the date order they are received.



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DO NOT STAMP ABOVE THIS BOX

Office Use Only	<b>CORP</b>

**NOTICE OF CHANGE OF OFFICIALS**  
**Domestic Business Corporation**  
**AS 10.06.813**

**\$25.00 Filing Fee (non-refundable)**

Pursuant to Alaska Statutes 10.06.813, the following will apply to the officers, directors, or shareholders on file with this office:

**ITEM 1:** Name of the Entity: \_\_\_\_\_ Alaska Entity #: \_\_\_\_\_

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**ITEM 2:** Prior and new information. Note: corporations must have a president, secretary, treasurer, and at least one director. The entity may change alien affiliates and shareholders that hold 5% or more of shares issued.

Title	Prior official	New (replacement) official	New (replacement) mailing address	X if Director	% Shares Held	X if Alien Affiliate

Attach an additional sheet if necessary.

**ITEM 3:** The corporate president or vice president must sign the Notice of Change.

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Signature of President or Vice President      Printed Name of President or Vice President      Date

**NOTE:** Persons who sign documents filed with the commissioner that are known to the person to be false in material respects are guilty of a class A misdemeanor.

Mail the Notice of Change and the non-refundable \$25.00 fee in U.S. dollars to:  
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### CONTACT INFORMATION SHEET

Please return this document with your filing. This information will only be used to resolve questions with the filings attached. **NOTE:** this form will not be filed for record or appear online.

Name of entity as it appears on filing:

To resolve questions with this filing, contact:

Name:	
Email:	Phone:
Mailing address:	

Return documents to:

Name:
Company:
Mailing address:

Attach this form to your filings. Send all documents to:  
State of Alaska, Corporations Section, PO Box 110806, Juneau, AK 99811-0806

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