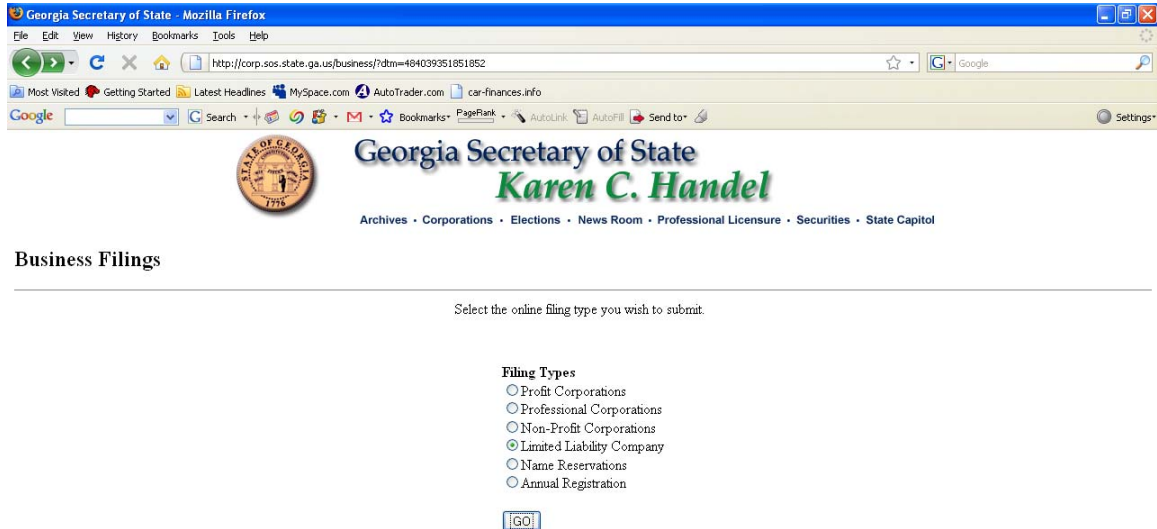


# How to Register Your Company's Name with the Secretary of State (Georgia)

1. Click this link:

<http://corp.sos.state.ga.us/business/?dtm=484039351851852>

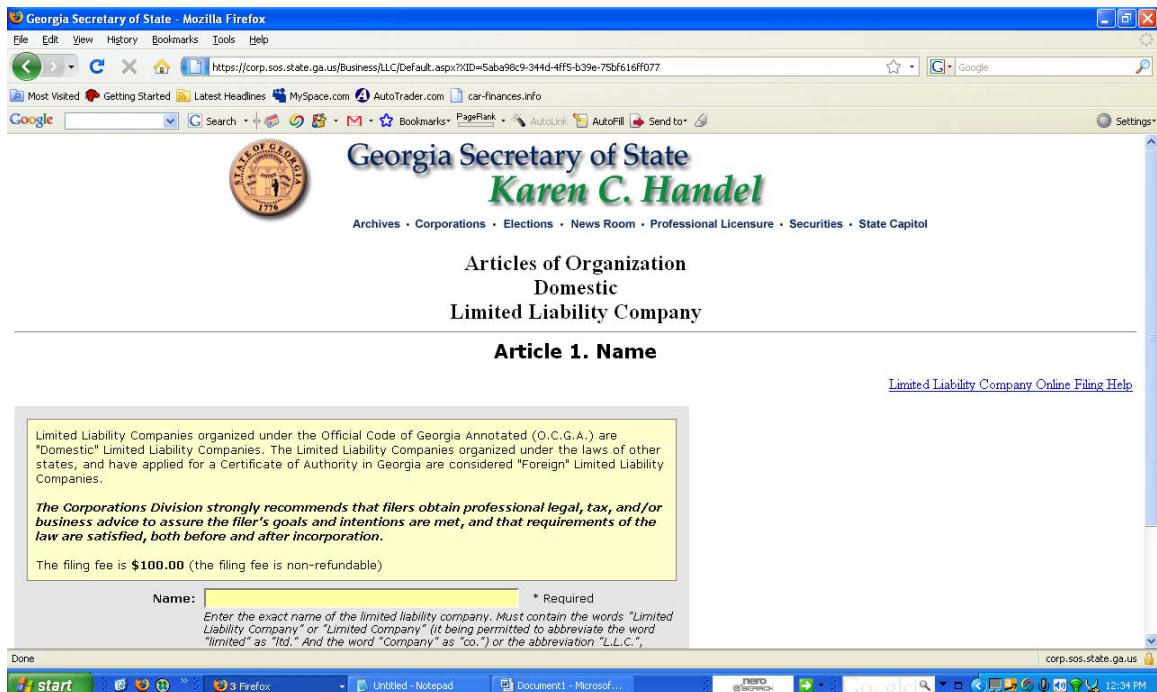


The screenshot shows the Georgia Secretary of State website in a Mozilla Firefox browser. The page title is "Georgia Secretary of State - Mozilla Firefox". The address bar shows the URL: <http://corp.sos.state.ga.us/business/?dtm=484039351851852>. The page features the Georgia Secretary of State logo and the name "Karen C. Handel". Below the logo, there are navigation links: Archives, Corporations, Elections, News Room, Professional Licensure, Securities, and State Capitol. The main heading is "Business Filings". Below this heading, there is a section titled "Select the online filing type you wish to submit." with a list of "Filing Types":

- Profit Corporations
- Professional Corporations
- Non-Profit Corporations
- Limited Liability Company
- Name Reservations
- Annual Registration

At the bottom of the list is a "GO" button.

2. Click on the Limited Liability Company bubble and then click GO



The screenshot shows the Georgia Secretary of State website in a Mozilla Firefox browser. The page title is "Georgia Secretary of State - Mozilla Firefox". The address bar shows the URL: <https://corp.sos.state.ga.us/Business/LLC/Default.aspx?ID=5ab98c9-344d-4ff5-b39e-75bf616ff077>. The page features the Georgia Secretary of State logo and the name "Karen C. Handel". Below the logo, there are navigation links: Archives, Corporations, Elections, News Room, Professional Licensure, Securities, and State Capitol. The main heading is "Articles of Organization Domestic Limited Liability Company". Below this heading, there is a section titled "Article 1. Name". To the right of this section is a link: [Limited Liability Company Online Filing Help](#). Below the heading, there is a text box containing the following text:

Limited Liability Companies organized under the Official Code of Georgia Annotated (O.C.G.A.) are "Domestic" Limited Liability Companies. The Limited Liability Companies organized under the laws of other states, and have applied for a Certificate of Authority in Georgia are considered "Foreign" Limited Liability Companies.

*The Corporations Division strongly recommends that filers obtain professional legal, tax, and/or business advice to assure the filer's goals and intentions are met, and that requirements of the law are satisfied, both before and after incorporation.*

The filing fee is \$100.00 (the filing fee is non-refundable)

Below the text box is a form field for "Name:" with a required asterisk. Below the form field is a note: "Enter the exact name of the limited liability company. Must contain the words "Limited Liability Company" or "Limited Company" (it being permitted to abbreviate the word "limited" as "ltd." And the word "Company" as "co.") or the abbreviation "L.L.C.".

3. Enter your company's name into the NAME field within the parameters that are specified below the NAME field. You can leave the NAME RESERVATION NUMBER field blank. Click SAVE & PROCEED

The screenshot shows a web browser window with the Georgia Secretary of State website. The page title is "Articles of Organization Domestic Limited Liability Company". Below the title is the "Filer Information" section. A yellow box contains instructions: "Enter the name, phone number and email of the filer in the event there is a problem with the filing. The Certificate of Organization will be mailed to the person at the address below." The form includes the following fields:

- First name: \* Required
- Middle name: (Optional)
- Last name: \* Required
- Mailing Address:
  - Address line 1: \* Required
  - Address line 2: (Optional)
  - City: \* Required
  - State/Province: Georgia (dropdown menu) \* Required
  - ZIP/Postal Code: \* Required

4. Enter your information into all the REQUIRED fields. Then click SAVE & PROCEED.

The screenshot shows the same website as above, but at the "Article 2. Principal Office Mailing Address" section. A yellow box contains instructions: "Enter the LLC's principal mailing address. The principal office address may be a post office box, unlike the registered office which must be a street address. The principal mailing address is the address to which any correspondence from the Corporations Division to the LLC will be sent." The form includes the following fields:

- Mailing Address:
  - Address line 1: \* Required
  - Address line 2: (Optional)
  - City: \* Required
  - State/Province: Georgia (dropdown menu) \* Required
  - ZIP/Postal Code: \* Required
  - Country: United States (dropdown menu)

At the bottom of the form are two buttons: "< Save & Go Back" and "Save & Proceed >".

5. Enter in the mailing address you want your company to receive mail. Then click SAVE & PROCEED

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Articles of Organization  
Domestic  
Limited Liability Company

**Article 3. Registered Agent**

[Limited Liability Company Online Filing Help](#)

Search for the individual to be listed as the Registered Agent. Please enter the individual name below and select "Agent Search". If the individual is not on file, click on "Add New" to enter.

Search Type: Individual \* Required  
First name:  
Middle name:  
Last name:  
Agent Search Add New

6. A registered agent is the person who will be contacted if there are any complications or concerns with your company. When you click the drop down list you have two options, individual or entity. I suggest you click individual. Enter your First and Last name. Click ADD NEW.


Georgia Secretary of State - Mozilla Firefox

File Edit View History Bookmarks Tools Help

https://corp.sos.state.ga.us/Business/Agent/Edit.aspx?New=1&XID=Saba98c9-344d-4ff5-b39e-75bf616ff077

Most Visited Getting Started Latest Headlines MySpace.com AutoTrader.com car-finances.info

Google Search

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**Articles of Organization**  
**Domestic**  
**Limited Liability Company**

**Registered Agent**

[Limited Liability Company Online Filing Help](#)

Enter the Registered Agent individual name and address.

First name:  \* Required  
 Middle name:  (Optional)  
 Last name:  \* Required

Physical Address:  
 Address line 1:  \* Required  
 Address line 2:  (Optional)  
 City:  \* Required  
 State/Province:  \* Required  
 ZIP/Postal Code:  \* Required

Done corp.sos.state.ga.us

7. Fill out all the REQUIRED fields. Click SAVE & PROCEED


Georgia Secretary of State - Mozilla Firefox

File Edit View History Bookmarks Tools Help

https://corp.sos.state.ga.us/Business/Organizers/Edit.aspx?XID=Saba98c9-344d-4ff5-b39e-75bf616ff077

Most Visited Getting Started Latest Headlines MySpace.com AutoTrader.com car-finances.info

Google Search

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**Articles of Organization**  
**Domestic**  
**Limited Liability Company**

**Article 4. Organizers**

[Limited Liability Company Online Filing Help](#)

Enter the name and address information for each LLC organizer.

First name:  \* Required  
 Middle name:  (Optional)  
 Last name:  \* Required

Mailing Address:  
 Address line 1:  \* Required  
 Address line 2:  (Optional)  
 City:  \* Required  
 State/Province:  \* Required  
 ZIP/Postal Code:  \* Required  
 Country:  \* Required

Done corp.sos.state.ga.us

8. Fill out all the REQUIRED fields. Click SAVE & PROCEED

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Articles of Organization  
Domestic  
Limited Liability Company

**Article 4. Organizers**

[Limited Liability Company Online Filing Help](#)

Review and confirm each organizer. Use the "Edit" and "Delete" functions to make corrections if necessary.

	Name	Address
<input type="button" value="Edit"/>	<input type="button" value="Delete"/> Billy Washington	132 Peachtree St Atlanta, GA 30332

\* Optional

9. Click SAVE & PROCEED

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Articles of Organization  
Domestic  
Limited Liability Company

**Article 5. Optional Provisions**

[Limited Liability Company Online Filing Help](#)

If Optional Provisions do not comply with the Official Code of Georgia your application will be determined to be deficient until corrections are made.

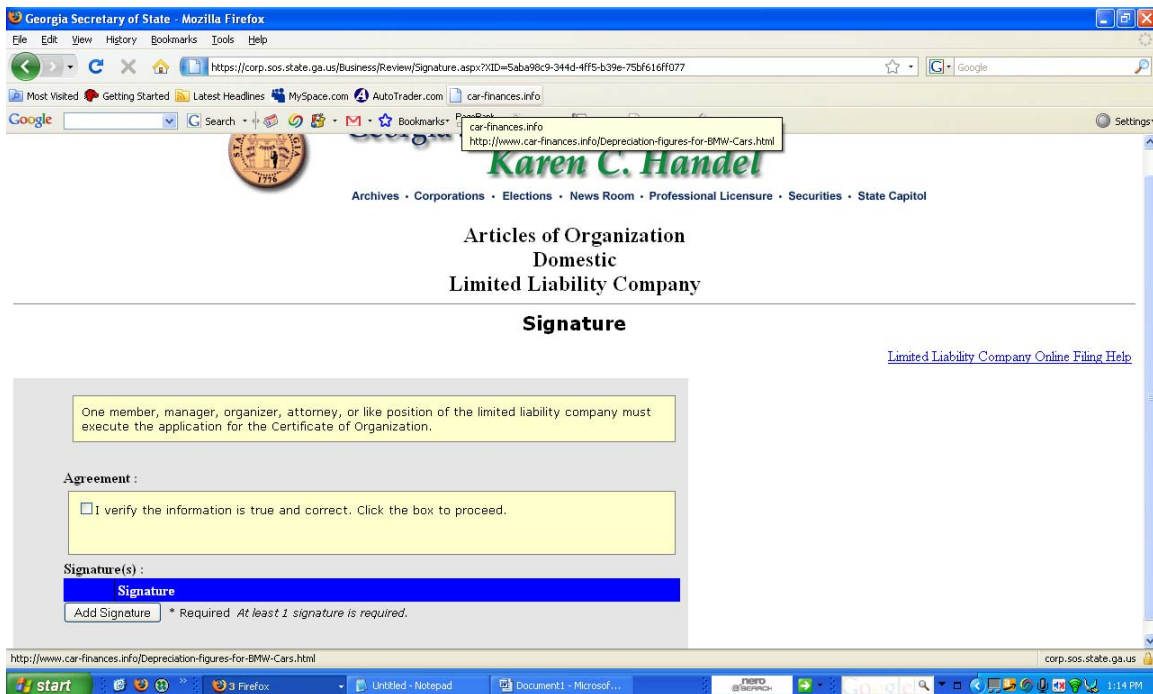
When completing the Optional Provisions Section next; please be aware that all information entered in these articles will be displayed on the web as public knowledge. We strongly advise you NOT to enter information such as your Social Security Number (SSN), Employee Identification Number (EIN) or any other personal information that you do not want displayed on the website.

**If you do not have any optional provisions, please leave the box below empty.**

10. Click SAVE & PROCEED



11. Review to make sure all your information has been entered correctly. Click CONTINUE



12. Click the Agreement box.

13. Next continue filling out the REQUIRED fields. You will be asked to fill out your method of payment to complete your registration.

Congratulations you have officially registered with the Georgia Secretary of State!!!