



DEPARTMENT OF CONSUMER & REGULATORY AFFAIRS
District of Columbia Government

Corporations Division

Instruction Sheet for Articles of Amendment After Subscription of Shares for Domestic Form DBU-5, Version 2, July 2010.

Use these instructions to draft articles of amendment after subscription of shares (after filing of the first two-year report); or use the fillable Articles of Amendment on page 2. This will amend your original articles of incorporation in the District of Columbia.

ENTITY TYPE	FILING FEE
Domestic Business Corporation	Refer to Corporate Fee Schedule posted online. Varies based on the number of authorized shares.

1. State the name of the existing domestic business corporation.
2. State that the following amendment to the articles of incorporation was advised by the directors and adopted by shareholders of the corporation on the date (insert specific date) in the manner prescribed by the Code of Laws on the District of Columbia.
Insert amendment in the following format: Articles One is being amended and the new name of the corporation is ABC, Inc., etc.
The following items may not be amended: incorporators, registered agent and directors of the corporation.
3. State that Amendment has been adopted in the following manner: Option A or Option B must be chosen, but not both.
(A) The amendment received an affirmative vote of the holders of at least 2/3rds of the outstanding shares entitled to vote.
(B) The amendment received an affirmative vote as a class of the holders of at least 2/3rds of the outstanding shares of each class of shares entitled to vote as a class.
4. State the manner, if not set forth in such amendment, in which any exchange reclassification or cancellation of issued shares provided for amendment shall be effected.
If there is no change, please, state so.
5. State the manner in which such amendment effects a change in the amount of stated capital, or paid in surplus, or both, and the amount of stated capital and the amount of paid in surplus as changed by such amendment.
If there is no change, please, state so.

IMPORTANT INFORMATION

- A** - Articles of amendment must be signed by President or Vice-President of corporation;
- B** - Preamble is required for Articles of Amendment - see sample of page 2 (ex., Pursuant to provision of Title 29, etc.);
- C** - Do not handwrite on fillable articles of amendment. Please, type your information instead; **FILE IN DUPLICATE ORIGINAL.**
- D** - All items must be answered on fillable articles of amendment (except items 2 & 5); N/A is not an acceptable answer.

Mail all forms and required payment to:
Department of Consumer and Regulatory Affairs
Corporations Division
PO Box 92300
Washington, DC 20090
Phone: (202) 442-4400

Please check dcra.dc.gov to view organizations required to register, to search business names, to get step-by-step guidelines to register an organization, to search registered organizations, and to download forms and documents. Just click on "Corporate Registrations."



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Articles of Amendment of Domestic For-Profit Corporation After Subscription of Shares
Form DBU-5, Version 2, July 2010.

Pursuant to the provisions of Title 29, Chapter 1 of the Code of Laws of the District of Columbia, the undersigned corporation adopts the following Articles of Amendment to its Articles of Incorporation:

1. Name of the Business Corporation:

2. The following Amendment to the Articles of Incorporation was advised by the directors and adopted by shareholders of the corporation on the following date in the manner prescribed by the Code of Laws of the District of Columbia.

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3. Amendment has been adopted in the following manner:

- The amendment received an affirmative vote of the holders of at least 2/3rds of the outstanding shares entitled to vote.
- The amendment received an affirmative vote as a class of the holders of at least 2/3rds of the outstanding shares of each class of shares entitled to vote as a class.

4. The manner, if not set forth in such amendment, in which any exchange reclassification or cancellation of issued shares provided for amendment shall be effected, is as follows:

5. The manner in which such amendment effects a change in the amount of stated capital, or paid in surplus, or both, and the amount of stated capital and the amount of paid in surplus as changed by such amendment, are as follows:

If you sign this form, you agree that you understand that anyone who makes a false statement anywhere on it can be punished by criminal penalties of a fine up to \$1000, imprisonment up to 180 days, or both, under DCOC § 22-2405.

Name of President or Vice-President of Corporation	Date	Signature

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