



Certificate of Merger General Information

The attached Certificate of Merger (Form OBE MERGER-1) may be used for the following mergers:

- **Limited Liability Company Mergers:** Mergers involving only limited liability companies in which one or more California limited liability companies is a party to the merger;
- **Limited Partnership Mergers:** Mergers involving only limited partnerships in which one or more California limited partnerships is a party to the merger; and
- **Interspecies Mergers:** Mergers involving “other business entities” in which one or more California corporations, limited liability companies, limited partnerships, or partnerships is a party to the merger. [The term “other business entity” is defined in California Corporations Code sections [174.5](#), [5063.5](#), [12242.5](#), [15911.01\(k\)](#), [16901\(12\)](#) and [17710.01\(k\)](#).]

Upon the filing of the Certificate of Merger by the Secretary of State, the separate existence of the disappearing domestic or qualified/registered business entity shall cease in California.

Statutory filing provisions are found in California Corporations Code sections [1113\(g\)](#) (stock corporations); [3203\(g\)](#) (social purpose corporations); [6019.1](#) (nonprofit public benefit corporations); [8019.1](#) (nonprofit mutual benefit corporations); [9640](#) (nonprofit religious corporations); [12540.1](#) (general cooperative corporations); [15911.14](#) (limited partnerships); [16915\(b\)](#) (general partnerships and limited liability partnerships); and [17710.14](#) (limited liability companies). One or more business entities can merge only if each entity is authorized by the laws under which it is organized to effect the merger and at least one California domestic entity is involved.

There are a variety of filing requirements based not only on the types of entities involved in the merger, but also the domicile of the entities merging and whether or not any foreign (out-of-state) entities are qualified to transact business in the State of California. It is not feasible to provide information and sample documents for each set of circumstances. Documents must be drafted in accordance with applicable law, dependent upon the particular circumstances of the entities involved. Due to the complexity of merger transactions, it is recommended that the advice of private legal counsel, specializing in business entity matters, be consulted regarding the specific needs of the merging entities.

When preparing merger documents, regardless of the type of merger, be sure the entity name included in the documents is exactly as it appears on the records of the Secretary of State, including entity endings, punctuation and abbreviations. For mergers in which a California or qualified foreign corporation or limited liability company is a party to the merger, prior to filing please verify the status of the entity being merged, as merger documents **cannot** be filed on behalf of suspended/forfeited corporations or limited liability companies. (California Revenue and Taxation Code sections [23301](#), [23301.5](#) and [23775](#).) The status of the entity can be checked online on the Secretary of State's California Business Search at BusinessSearch.sos.ca.gov.

Additional Information

If the surviving entity is a foreign limited liability company or foreign other business entity and a California (domestic) limited liability company is one of the disappearing entities: The surviving entity shall file with the Secretary of State (1) an agreement that the entity may be served in this state in a proceeding for the enforcement of an obligation of any merging entity and in a proceeding to enforce the rights of any holder of a dissenting interest or dissenting shares in a merging domestic limited liability company or domestic other business entity; (2) an irrevocable appointment of the Secretary of State as the entity's agent for service of process, and an address to which process may be forwarded; and (3) an agreement that the entity will promptly pay the holder of any dissenting interest or dissenting share in a merging domestic limited liability company or domestic other business entity the amount to which that person is entitled under California law. (California Corporations Code section [17710.17\(f\)\(1\), \(2\) and \(3\).](#))

If no California entity is a party to the merger (all parties are foreign entities whether qualified or not): The Certificate of Merger may not be filed in California. If a disappearing entity in the merger is qualified or registered in California, to surrender or cancel the entity, it will be necessary to file a:

- 1) Certificate of Surrender – for foreign corporations;
- 2) Certificate of Cancellation (Form LLC-4/7) – for foreign limited liability companies;
- 3) Certificate of Cancellation (Form LP-4/7) – for foreign limited partnerships; or
- 4) Notice of Status Change (Form LLP-4) – for foreign limited liability partnerships.

The forms, along with pertinent filing information and instructions, are available on the Secretary of State's website at www.sos.ca.gov/business-programs/business-entities/forms.

Where to File

The merger document(s) can be mailed to Secretary of State, Document Filing Support Unit, 1500 11th Street, 3rd Floor, Sacramento, CA 95814 or delivered in person (drop off) to the Sacramento office. Merger documents are filed only in the Secretary of State's Sacramento office. Please refer to the Secretary of State file number(s) when submitting document(s) for filing to ensure proper application. For easier completion, the Certificate of Merger (Form OBE MERGER-1) is available on the Secretary of State's website at www.sos.ca.gov/business-programs/business-entities/forms and can be completed online and printed to mail. If you are not completing the form online, please type or legibly print in black or blue ink.

Fees

The fee for filing a Certificate of Merger (Form OBE MERGER-1) is \$150.00 for interspecies mergers, \$70.00 for mergers involving only limited liability companies and \$70.00 for mergers involving only limited partnerships. A non-refundable \$15.00 special handling fee is applicable for processing documents delivered in person (drop off) at the Sacramento office. The preclearance and/or expedited filing of a document *within a guaranteed time frame* can be requested for an additional non-refundable fee in lieu of the special handling fee. For detailed information about preclearance and expedited filing services, go to www.sos.ca.gov/business-programs/business-entities/service-options. Payment for special handling fee or preclearance and expedited filing services should be made in a separate check. These services are not applicable to documents submitted by mail. Check(s) should be made payable to the Secretary of State.

Copies

Upon filing, we will return one (1) uncertified copy of your filed document for free, and will certify the copy upon request and payment of a \$5.00 certification fee at the time of submission. To get additional copies, include a separate request and payment for copy fees when the document is submitted. Copy fees are \$1.00 for the first page and \$.50 for each additional page. For certified copies, there is an additional \$5.00 certification fee, per copy.

Signatory Requirements

A Certificate of Merger (Form OBE MERGER-1) must be executed and acknowledged by the surviving entity and by each merging other business entity as set forth in California Corporations Code section [1113\(g\)\(1\) or \(2\)](#), [3203\(g\)\(1\) or \(2\)](#), [6019.1\(f\)](#), [8019.1\(g\)](#), [12540.1\(g\)](#), [15911.14\(a\)](#), [16915\(b\)](#) or [17710.14\(a\)](#). The following table clarifies these signatory requirements:

Entity Type	Domestic or Foreign	Signatories
Corporations	Domestic and Foreign	Executed and acknowledged by the chairperson of the board, president or a vice president and also by its secretary or an assistant secretary.
Limited Liability Companies	Domestic	Executed and acknowledged by all managers of the limited liability company, or if none, by all members (unless a lesser number is specified in the articles of organization or operating agreement).
	Foreign	Executed and acknowledged by one or more managers, or if none, by all members.
Limited Partnerships	Domestic	Executed and acknowledged by all general partners (unless a lesser number is provided in the certificate of limited partnership or limited partnership agreement).
	Foreign	Executed and acknowledged by one or more general partners.
General Partnerships and Limited Liability Partnerships	Domestic	Executed and acknowledged by two partners (unless a lesser number is provided in the partnership agreement).
	Foreign	Executed and acknowledged by one or more general partners.
Business Trusts; Real Estate Investment Trusts; Unincorporated Associations	Domestic and Foreign	Executed by those persons required or authorized to execute the certificate of merger by the laws under which that party is organized, specifying for that party the provision of law or other basis for the authority of the signing persons.

If the certificate is signed by an attorney-in-fact, the signature should be followed by the words “attorney-in-fact for (name of the person).”

If the certificate is signed by an entity, the person who signs on behalf of the entity should note their name and position/title, the exact entity name and the entity’s relation to the merging entity. Example: If a limited liability company (“Smith LLC”) is the manager of a merging limited liability company, the signature of the person signing on behalf of Smith LLC should be reflected as Joe Smith, Manager of Smith LLC, Manager.

If the certificate is signed by a trust, the trustee should sign as follows: _____, trustee for _____ trust (including the date of the trust, if applicable). Example: Mary Todd, trustee of the Lincoln Family Trust (U/T/A 5/1/94).

If the surviving entity or the merging other business entity is a limited partnership, and the certificate is filed by any person other than the general partner(s), the signature must be followed by the words “signature pursuant to Section _____” identifying the appropriate statutory authority. (California Corporations Code section [15902.05\(d\)](#).)



Mail Submission Cover Sheet

Instructions:

- Complete and include this form with your submission. **This information only will be used to communicate with you in writing about the submission.** This form will be treated as correspondence and will not be made part of the filed document.
- Make all **checks or money orders** payable to the Secretary of State.
- Do not include a \$15 counter fee when submitting documents by mail.
- Standard processing time for **submissions** to this office is approximately 5 business days from receipt. All **submissions** are reviewed in the date order of receipt. For updated processing time information, visit www.sos.ca.gov/business/be/processing-times.

Optional Copy and Certification Fees:

- If applicable, include optional copy and certification fees with your submission.
- For applicable copy and certification fee information, refer to the instructions of the specific form you are submitting.

Contact Person: (Please type or print legibly)

First Name: _____ Last Name: _____

Phone (optional): _____

Entity Information: (Please type or print legibly)

Name: _____

Entity Number (if applicable): _____

Comments: _____

Return Address: For written communication from the Secretary of State related to this document, or if purchasing a copy of the filed document enter the name of a person or company and the mailing address.

Name: [_____]

Company:

Address:

City/State/Zip: [_____]

Secretary of State Use Only	
T/TR:	
AMT REC'D:	\$

Instructions for Completing the Certificate of Merger (Form OBE MERGER-1)

Where to File: For easier completion, this form is available on the Secretary of State's website at www.sos.ca.gov/business/be/forms.htm and can be completed online and printed to mail. The completed form can be mailed to Secretary of State, Document Filing Support Unit, 1500 11th Street, 3rd Floor, Sacramento, CA 95814 or delivered in person (drop off) to the Sacramento office. If you are not completing this form online, please type or legibly print in black or blue ink. This form is filed only in the Sacramento office.

Legal Authority: Statutory filing provisions are found in California Corporations Code sections [1113\(g\)](#), [3203\(g\)](#), [6019.1](#), [8019.1](#), [9640](#), [12540.1](#), [15911.14](#), [16915\(b\)](#) and [17710.14](#). All statutory references are to the California Corporations Code, unless otherwise indicated. **Note:** If a limited partnership is a party to the merger, signing the Certificate of Merger (Form OBE MERGER-1) constitutes an affirmation under penalty of perjury that the facts stated in the document are true. (Section [15902.08\(b\)](#).)

- The Certificate of Merger (Form OBE MERGER-1) may be used for mergers between: (1) limited liability companies only, in which a one or more California limited liability companies are a party to the merger; (2) limited partnerships only, in which one or more California limited partnerships are a party to the merger; or (3) other business entities (i.e., interspecies mergers), in which one or more California corporations, limited liability companies, limited partnerships or partnerships are a party to the merger. [The term "other business entity" is defined in Sections [174.5](#), [5063.5](#), [12242.5](#), [15911.01\(k\)](#), [16901\(12\)](#) and [17710.01\(k\)](#).]
- It is recommended that legal counsel be consulted prior to submitting the Certificate of Merger (Form OBE MERGER-1) to ensure that all issues are appropriately addressed.

Fees: The fee for filing the Certificate of Merger (Form OBE MERGER-1) is: (1) \$150.00 for interspecies mergers; (2) \$70.00 for mergers involving only limited liability companies; and (3) \$70.00 for mergers involving only limited partnerships. A non-refundable \$15.00 special handling fee is applicable for processing documents delivered in person (drop off) at the Sacramento office. The preclearance and/or expedited filing of a document *within a guaranteed time frame* can be requested for an additional non-refundable fee in lieu of the special handling fee. For detailed information about preclearance and expedited filing services, go to www.sos.ca.gov/business-programs/business-entities/service-options. Payment for special handling or preclearance and expedited filing services should be made in a separate check. These services are not applicable to documents submitted by mail. Check(s) should be made payable to the Secretary of State.

Copies: Upon filing, we will return one (1) uncertified copy of your filed document for free, and will certify the copy upon request and payment of a \$5.00 certification fee at the time of submission. To get additional copies, include a separate request and payment for copy fees when the document is submitted. Copy fees are \$1.00 for the first page and \$.50 for each additional page. For certified copies, there is an additional \$5.00 certification fee, per copy.

Additional Information & Filing Requirements: Please refer to the attached "[Certificate of Merger - General Information](#)" document for additional information and requirements for filing a Certificate of Merger.

Complete the Certificate of Merger (Form OBE MERGER-1) as follows:

- Items 1-8.** Enter the following information for the surviving entity (Items 1-4) and the disappearing entity (Items 5-8): The exact name of the entity, the type of entity (e.g., corporation, limited liability company, limited partnership, etc.), the file number issued to the entity by the California Secretary of State, if any, and the jurisdiction (state or country) under which the entity was organized. If more than one entity is disappearing, attach additional pages with the required information.
- Item 9.** This statement is required by statute and must not be altered. If a vote was required pursuant to the applicable law, specify the class and the number of outstanding interests of each class entitled to vote on the merger **and** the percentage vote required for each class. Attach additional pages, if necessary.
- Item 10.** If equity securities of a parent party are to be issued in the merger, check the applicable statement regarding the vote of the shareholders of the parent party. Only one box may be checked.

- Item 11.** If the surviving entity in the merger is a domestic limited liability company, limited partnership or registered general partnership, enter any requisite changes to the information set forth in the surviving entity's Articles of Organization, Certificate of Limited Partnership or Statement of Partnership Authority resulting from the merger, if any, and include the text of each amendment adopted. Attach additional pages, if necessary. (Sections [15911.14](#), [16915](#) and [17710.14](#).)
- Item 12.** If a disappearing entity in the merger is a domestic limited liability company, limited partnership or partnership, enter the address of the principal place of business of the surviving entity. Item 12 should not be completed when the merger is between entities of the same type where there is a surviving domestic entity (e.g., a disappearing domestic or foreign limited liability company merging into a surviving domestic limited liability company). (Sections [15911.14](#), [16915](#) and [17710.14](#).)
- Item 13.** Enter any other information required to be stated in the Certificate of Merger by the laws under which each party to the merger was organized. Attach additional pages, if necessary.
- Item 14.** Set forth the statutory authority or other basis under which each foreign corporation or other business entity is authorized by law to effect the merger.
- Item 15.** Enter a valid future effective date of the Certificate of Merger, if any. If none is indicated, the merger shall be effective upon filing with the California Secretary of State, or as otherwise provided by law.
- Item 16.** This statement confirms that attachments to the Certificate of Merger, if any, are incorporated by reference.
- Item 17.** The Certificate of Merger must be signed and acknowledged by each constituent other business entity as set forth in Sections [1113\(g\)\(1\) or \(2\)](#), [3203\(g\)\(1\) or \(2\)](#), [6019.1\(f\)](#), [8019.1\(g\)](#), [12540.1\(g\)](#), [15911.14\(a\)](#), [16915\(b\)](#) or [17710.14\(a\)](#). If additional signature space is necessary, the acknowledged signature(s) may be made on an attachment to the Certificate of Merger. Note: If a constituent other business entity is a business trust, real estate investment trust or an unincorporated association, set forth the provision of law or other basis for the authority of the person signing.

Any attachments to the Certificate of Merger are incorporated by reference and made part of the Certificate of Merger. All attachments should be 8 ½" x 11", one-sided and legible.



OBE MERG

State of California Secretary of State

Certificate of Merger

(California Corporations Code sections
1113(g), 3203(g), 6019.1, 8019.1, 9640, 12540.1, 15911.14, 16915(b) and 17710.14)

IMPORTANT — Read all instructions before completing this form.

This Space For Filing Use Only

1. NAME OF SURVIVING ENTITY	2. TYPE OF ENTITY	3. CA SECRETARY OF STATE FILE NUMBER	4. JURISDICTION
5. NAME OF DISAPPEARING ENTITY	6. TYPE OF ENTITY	7. CA SECRETARY OF STATE FILE NUMBER	8. JURISDICTION

9. THE PRINCIPAL TERMS OF THE AGREEMENT OF MERGER WERE APPROVED BY A VOTE OF THE NUMBER OF INTERESTS OR SHARES OF EACH CLASS THAT EQUALED OR EXCEEDED THE VOTE REQUIRED. (IF A VOTE WAS REQUIRED, SPECIFY THE CLASS AND THE NUMBER OF OUTSTANDING INTERESTS OF EACH CLASS ENTITLED TO VOTE ON THE MERGER AND THE PERCENTAGE VOTE REQUIRED OF EACH CLASS. ATTACH ADDITIONAL PAGES, IF NEEDED.)

SURVIVING ENTITY

DISAPPEARING ENTITY

<u>CLASS AND NUMBER</u>	<u>AND</u>	<u>PERCENTAGE VOTE REQUIRED</u>	<u>CLASS AND NUMBER</u>	<u>AND</u>	<u>PERCENTAGE VOTE REQUIRED</u>

10. IF EQUITY SECURITIES OF A PARENT PARTY ARE TO BE ISSUED IN THE MERGER, CHECK THE APPLICABLE STATEMENT.

No vote of the shareholders of the parent party was required. The required vote of the shareholders of the parent party was obtained.

11. IF THE SURVIVING ENTITY IS A DOMESTIC LIMITED LIABILITY COMPANY, LIMITED PARTNERSHIP, OR PARTNERSHIP, PROVIDE THE REQUISITE CHANGES (IF ANY) TO THE INFORMATION SET FORTH IN THE SURVIVING ENTITY'S ARTICLES OF ORGANIZATION, CERTIFICATE OF LIMITED PARTNERSHIP OR STATEMENT OF PARTNERSHIP AUTHORITY RESULTING FROM THE MERGER. ATTACH ADDITIONAL PAGES, IF NECESSARY.

12. IF A DISAPPEARING ENTITY IS A DOMESTIC LIMITED LIABILITY COMPANY, LIMITED PARTNERSHIP, OR PARTNERSHIP, AND THE SURVIVING ENTITY IS NOT A DOMESTIC ENTITY OF THE SAME TYPE, ENTER THE PRINCIPAL ADDRESS OF THE SURVIVING ENTITY.

PRINCIPAL ADDRESS OF SURVIVING ENTITY CITY AND STATE ZIP CODE

13. OTHER INFORMATION REQUIRED TO BE STATED IN THE CERTIFICATE OF MERGER BY THE LAWS UNDER WHICH EACH CONSTITUENT OTHER BUSINESS ENTITY IS ORGANIZED. ATTACH ADDITIONAL PAGES, IF NECESSARY.

14. STATUTORY OR OTHER BASIS UNDER WHICH A FOREIGN OTHER BUSINESS ENTITY IS AUTHORIZED TO EFFECT THE MERGER.	15. FUTURE EFFECTIVE DATE, IF ANY ____ - ____ - ____ (Month) (Day) (Year)
--	---

16. ADDITIONAL INFORMATION SET FORTH ON ATTACHED PAGES, IF ANY, IS INCORPORATED HEREIN BY THIS REFERENCE AND MADE PART OF THIS CERTIFICATE.

17. I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING IS TRUE AND CORRECT OF MY OWN KNOWLEDGE. I DECLARE I AM THE PERSON WHO EXECUTED THIS INSTRUMENT, WHICH EXECUTION IS MY ACT AND DEED.

SIGNATURE OF AUTHORIZED PERSON FOR THE SURVIVING ENTITY DATE TYPE OR PRINT NAME AND TITLE OF AUTHORIZED PERSON

SIGNATURE OF AUTHORIZED PERSON FOR THE SURVIVING ENTITY DATE TYPE OR PRINT NAME AND TITLE OF AUTHORIZED PERSON

SIGNATURE OF AUTHORIZED PERSON FOR THE DISAPPEARING ENTITY DATE TYPE OR PRINT NAME AND TITLE OF AUTHORIZED PERSON

SIGNATURE OF AUTHORIZED PERSON FOR THE DISAPPEARING ENTITY DATE TYPE OR PRINT NAME AND TITLE OF AUTHORIZED PERSON

For an entity that is a business trust, real estate investment trust or an unincorporated association, set forth the provision of law or other basis for the authority of the person signing: _____



Corporate Mergers

A corporate merger is a combining of corporations in which one of two or more corporations survives. There are several types of mergers with a variety of filing requirements based not only on the number of corporations merging and the type of merger, but also the domicile of the corporations merging and whether or not any foreign (out-of-state) corporations are qualified to transact business in California. There is no way to provide information and sample documents for each set of circumstances. The following definitions and samples contain basic information and requirements for the type of merger identified and are provided as guidelines only. Documents must be drafted in accordance with applicable code sections, dependent upon the particular circumstances of the corporations involved. Due to the complexity of merger transactions, it is recommended that the advice of private legal counsel, specializing in corporate matters, be sought regarding the specific needs of the merging entities.

When preparing merger documents, regardless of the type of merger, be sure the corporate name included in the documents is exactly as it appears on the records of the Secretary of State, including corporate ending, if any, punctuation and abbreviations. Prior to filing please verify the status of the corporations being merged, as merger documents **cannot** be filed on behalf of suspended/forfeited corporations. (California Revenue and Taxation Code sections [23301](#), [23301.5](#) and [23775](#).) The status of the corporation can be checked online on the Secretary of State's California Business Search at BusinessSearch.sos.ca.gov.

Short Form Merger – Certificate of Ownership

California Corporations Code section [1110](#) allows the merger of a subsidiary corporation into the parent by a simplified procedure if the parent owns 100 percent of the outstanding shares of the subsidiary. The merger is accomplished by filing a Certificate of Ownership with the Secretary of State. Two or more subsidiary corporations can be merged using a single Certificate of Ownership by adding appropriate statements in the certificate. A sample document follows these instructions.

Either the parent corporation or one or more of the subsidiary corporations can be foreign corporations, whether or not qualified in California, as long as either the parent corporation or at least one of the subsidiary corporations is a California corporation, and the laws of the place of incorporation of the foreign corporation permit a merger to be effected in the manner provided by California Corporations Code section 1110.

While California Corporations Code section 1110 also allows a merger of a parent corporation into its subsidiary corporation and allows a merger where the parent corporation owns less than 100 percent, but at least 90 percent of the outstanding shares of each class, the statutory requirements for the filing are more complex. As the number of such filings is few compared to the number of 100 percent owned mergers, a sample of this format is not included in the information provided. For further information, refer to California Corporations Code section 1110.

Merger By Agreement of Merger

When there is a merger by Agreement of Merger with a California corporation as the survivor, there must be filed a copy of the Agreement of Merger with a separate officers' certificate for the surviving corporation and for each merging corporation. (California Corporations Code sections 173, 1101 and 1103.) The documents should be stapled together with the Agreement of Merger on top followed by the separate officers' certificates for the survivor and for each merging corporation.

A sample of an Agreement of Merger and an officers' certificate are included and have been designed to meet minimum statutory requirements in a situation when there is only one class of shares and 100% shareholder approval is received.

It is preferable to state the basis for converting the shares of the merging corporation in terms of each share, i.e., "On the effective date of the merger, each outstanding share of common stock of the Merging Corporation shall be converted into one share of common stock of the Surviving Corporation."

Triangular Merger

In many instances of a corporate acquisition by merger, the transaction will be structured as a merger of the corporation being acquired into a subsidiary of the acquiring corporation. This type of merger is referred to as a triangular merger and is specifically recognized in California Corporations Code section 1101. A variation on the triangular merger is the reverse triangular merger in which the subsidiary is merged into the corporation being acquired.

In a triangular merger there usually are two agreements which typically might be called "Agreement of Merger" and "Agreement of Reorganization", respectively. The Agreement of Merger is the statutory agreement drafted, executed and filed with the Secretary of State pursuant to California Corporations Code sections 1101 and 1103. The Agreement of Merger (sample attached) is intended to meet minimum statutory requirements and normally is much shorter than the Agreement of Reorganization. The Agreement of Reorganization sets forth the entire agreement of the parties. It is generally the Agreement of Merger and not the Agreement of Reorganization that is filed with the Secretary of State pursuant to California Corporations Code section 1103.

Filing Procedures Relating To Mergers Involving Domestic and Foreign Corporations

Foreign corporation survives the merger: If at least one California corporation is a party (disappearing) to the merger, there are three alternatives for completing the merger filing in California. (California Corporations Code section 1108(d).)

1. Submit a certified copy of the merger document filed in the foreign jurisdiction (the certification must be made by the public official having custody over the original filed document).

OR 2. Submit merger documents meeting the requirements of California law, including a copy of the Agreement of Merger and officers' certificates for the surviving foreign corporation and EACH domestic merging corporation (California Corporations Code

section [1103](#)), or, if appropriate, a Certificate of Ownership (California Corporations Code section [1110](#)).

- OR 3.** Submit an executed counterpart of the merger document filed in the foreign jurisdiction (in the form required by the laws of the foreign jurisdiction); submitter must provide proof that the merger document has been filed in the foreign jurisdiction.

If no California corporation is a party to the merger (all parties are foreign corporations), the correct filing is a [Certificate of Surrender of Right to Transact Intrastate Business](#) filed on behalf of each qualified disappearing foreign corporation. (California Corporations Code section [2112](#).) There is no filing fee for the Certificate of Surrender of Right to Transact Intrastate Business.

In cases when the party surviving the merger is a foreign corporation and the merger filing is made in accordance with the laws of the foreign jurisdiction, the merger proceedings are nevertheless subject to shareholder approval and dissenters' rights with respect to the disappearing California corporations. (California Corporations Code sections [1200 et seq.](#) and [1300 et seq.](#))

When the surviving corporation in a merger is a foreign corporation, the merger is effective in accordance with the laws of the foreign jurisdiction. The filing is generally effective with regard to a domestic disappearing corporation as of the time of effectiveness in the foreign jurisdiction, but only after an appropriate merger filing is made in California. However, if the date of filing in California is more than six months after the time of effectiveness in the foreign jurisdiction, or if the California corporation is suspended at the time of effectiveness in the foreign jurisdiction, the merger shall be effective as to the California disappearing corporation as of the date of filing in California.

The Secretary of State does not have authority to accept appointment as a corporation's Agent for Service of Process in California.

California corporation survives the merger: If a California corporation is the survivor in a merger, there are two alternatives for completing the merger filing. (California Corporations Code section [1108\(c\)](#).)

1. Submit an Agreement of Merger and officers' certificate for the surviving corporation and for EACH merging corporation. (California Corporations Code sections [1101](#) and [1103](#).) An officers' certificate must be prepared and attached for the survivor and for each merging corporation, even if the merging corporation is a foreign corporation not qualified in California.

- OR 2.** If appropriate, submit a Certificate of Ownership. (California Corporations Code section [1110](#).)

Additional Information

A merger of a domestic corporation with a foreign corporation is subject to authorization to effect such a merger under the laws of the state of incorporation of the merging foreign corporation.

Nonprofit Corporations

Provisions relating to the merger of nonprofit corporations are discussed in California Corporations Code sections [6010 et seq.](#) for public benefit corporations, sections [8010 et seq.](#) for mutual benefit corporations, section [9640](#) for religious corporations; and sections [12530 et seq.](#) for general cooperative corporations.

To effect a merger involving a nonprofit corporation, generally there must be filed with the Secretary of State a copy of the Agreement of Merger and officers' certificates (as defined by California Corporations Code section [5062](#) or [12241](#)) for the surviving corporation and for each disappearing corporation.

Attorney General notice and approval of mergers involving a nonprofit corporation, including prior written consent, is required in some situations. You should review the appropriate California Corporations Code provisions to ensure satisfaction of all legal requirements.

Interspecies Mergers

Please refer to the attached "[Certificate of Merger – General Information](#)" document for filing requirements specifically related to mergers between corporations and other business entities.

Where To File

The merger document(s) can be mailed to Secretary of State, Document Filing Support Unit, 1500 11th Street, 3rd Floor, Sacramento, CA 95814 or delivered in person (drop off) to the Sacramento office. Merger documents are filed only in the Secretary of State's Sacramento office. Please refer to the Secretary of State file number(s) when submitting document(s) for filing.

Fees

The fee for filing a merger between corporations is \$100.00. In addition to the filing fee, there is a non-refundable \$15.00 special handling fee for processing documents that are delivered in person (drop off) at the Sacramento office. The preclearance and/or expedited filing of a document *within a guaranteed time frame* can be requested for an additional fee in lieu of the special handling fee. For detailed information about special handling or preclearance and expedited filing services, go to www.sos.ca.gov/business-programs/business-entities/service-options. Payment for special handling or preclearance and expedited filing services should be made in a separate check. These services are not applicable to documents submitted by mail. Check(s) should be made payable to the Secretary of State.

Copies

Upon filing, we will return one (1) uncertified copy of your filed document for free, and will certify the copy upon request and payment of a \$5.00 certification fee at the time of submission. To get additional copies, include a separate request and payment for copy fees when the document is submitted. Copy fees are \$1.00 for the first page and \$.50 for each additional page. For certified copies, there is an additional \$5.00 certification fee, per copy.

The information included in this package is also available on the Secretary of State's website at www.sos.ca.gov/business-programs/business-entities/forms and can be viewed and printed from your computer.

Certificate of Ownership

_____ and _____ certify that:

1. They are the **president** and the **secretary**, respectively, of _____ (*Name of Surviving Corporation*), a California corporation.
2. This corporation owns 100% of the outstanding shares of _____ (*Name of Disappearing Corporation*), a California corporation.
3. The board of directors of this corporation duly adopted the following resolution:

RESOLVED, that this corporation merge _____ (*Name of Disappearing Corporation*), its wholly-owned subsidiary corporation, into itself and assume all its obligations pursuant to California Corporations Code section 1110.

We further declare under penalty of perjury under the laws of the State of California that the matters set forth in this certificate are true and correct of our own knowledge.

Date: _____

(*Signature of President*)
(*Typed Name of President*), President

(*Signature of Secretary*)
(*Typed Name of Secretary*), Secretary

The sample Certificate of Ownership is for use by a parent corporation owning 100 percent of the outstanding shares of the subsidiary. The sample is provided to be used as a guideline ONLY in the preparation of original documents for filing with the Secretary of State. For other situations, refer to California Corporations Code section 1110.

Agreement of Merger

This Agreement of Merger is entered into between (Name of Surviving Corporation), a California corporation (herein "Surviving Corporation") and (Name of Disappearing Corporation), a California corporation (herein "Merging Corporation").

NOTE
Use only one of the #2 statements

DO **NOT** USE BOTH STATEMENTS

1. Merging Corporation shall be merged into Surviving Corporation.
2. The outstanding shares of Merging Corporation shall be canceled without consideration.

OR

2. Each outstanding share of Merging Corporation shall be converted into _____ shares of Surviving Corporation.
3. The outstanding shares of Surviving Corporation shall remain outstanding and are not affected by the merger.
4. Merging Corporation shall from time to time, as and when requested by Surviving Corporation, execute and deliver all such documents and instruments and take all such action necessary or desirable to evidence or carry out this merger.
5. The effect of the merger and the effective date of the merger are as prescribed by law.

IN WITNESS WHEREOF the parties have executed this Agreement.

(Name of Surviving Corporation)

(Signature of President)
(Typed Name of President), President

(Signature of Secretary)
(Typed Name of Secretary), Secretary

(Name of Disappearing Corporation)

(Signature of President)
(Typed Name of President), President

(Signature of Secretary)
(Typed Name of Secretary), Secretary

This sample Agreement of Merger is for use by stock corporations when there is only one class of shares and 100% shareholder approval is received. The sample is provided to be used as a guideline ONLY in the preparation of original documents for filing with the Secretary of State. For other situations, refer to California Corporations Code section 1103.

Sample – Officers' Certificate / Stock

Certificate of Approval of Agreement of Merger

_____ and _____ certify that:

1. They are the president and the secretary, respectively, of (Name of Corporation), a California corporation.
2. The principal terms of the Agreement of Merger in the form attached were duly approved by the board of directors and by the shareholders of the corporation by a vote that equaled or exceeded the vote required.
3. The shareholder approval was by the holders of 100% of the outstanding shares of the corporation.
4. There is only one class of shares and the number of shares outstanding entitled to vote on the merger is _____.

We further declare under penalty of perjury under the laws of the State of California that the matters set forth in this certificate are true and correct of our own knowledge.

Date: _____

(Signature of President)
(Typed Name of President), President

(Signature of Secretary)
(Typed Name of Secretary), Secretary

This sample officers' certificate is for use by stock corporations when there is only one class of shares and 100% shareholder approval is received. The sample is provided to be used as a guideline ONLY in the preparation of original documents for filing with the Secretary of State. For other situations, refer to California Corporations Code section 1103.

An officers' certificate for each corporation MUST accompany the Agreement of Merger.

Sample - Nonprofit

Agreement of Merger

This Agreement of Merger is entered into between (Name of Surviving Corporation), a California Nonprofit (Public Benefit, Mutual Benefit OR Religious) corporation (herein "Surviving Corporation") and (Name of Disappearing Corporation), a California Nonprofit (Public Benefit, Mutual Benefit OR Religious) corporation (herein "Merging Corporation").

1. Merging Corporation shall be merged into Surviving Corporation.
2. Each membership of Merging Corporation shall be converted into one membership of Surviving Corporation.
3. Merging Corporation shall from time to time, as and when requested by Surviving Corporation, execute and deliver all such documents and instruments and take all such action necessary or desirable to evidence or carry out this merger.
4. The effect of the merger and the effective date of the merger are as prescribed by law.

IN WITNESS WHEREOF the parties have executed this Agreement.

(Name of Surviving Corporation)

(Signature of President)

(Typed Name of President), President

(Signature of Secretary)

(Typed Name of Secretary), Secretary

(Name of Disappearing Corporation)

(Signature of President)

(Typed Name of President), President

(Signature of Secretary)

(Typed Name of Secretary), Secretary

This sample Agreement of Merger is for use by nonprofit corporations having members. The sample is provided to be used as a guideline ONLY in the preparation of original documents for filing with the Secretary of State. For other situations, refer to California Corporations Code sections 6010 et seq., 8010 et seq. or 9640.

Sample – Officers' Certificate / Nonprofit

Certificate of Approval of Agreement of Merger

_____ and _____ certify that:

1. They are the president and the secretary, respectively, of _____ (Name of Corporation), a California Nonprofit _____ (Public Benefit, Mutual Benefit OR Religious) corporation.
2. The principal terms of the Agreement of Merger in the form attached were duly approved by the board of directors and by the required vote of the members of the corporation.
3. There is only one class of members and the total number of members of the corporation entitled to vote on the merger is _____.
4. No other approvals are required.

OR

4. _____ (Identify Others Whose Approval Is Required)

The principal terms of the Agreement of Merger in the form attached were duly approved by the required vote of such other person(s).

5. The Attorney General of the State of California has been given notice of the merger.

OR

5. The Attorney General of the State of California has approved the merger.

OR

5. The Attorney General of the State of California is not required to be given notice of the merger.

We further declare under penalty of perjury under the laws of the State of California that the matters set forth in this certificate are true and correct of our own knowledge.

Date: _____

(Signature of President)
(Typed Name of President), President

(Signature of Secretary)
(Typed Name of Secretary), Secretary

This sample officers' certificate is for use by nonprofit corporations having members. The sample is provided to be used as a guideline ONLY in the preparation of original documents for filing with the Secretary of State. For other situations, refer to California Corporations Code section 6010 et seq., 8010 et seq. or 9640.

An officers' certificate for each corporation MUST accompany the Agreement of Merger.