



State of Utah
DEPARTMENT OF COMMERCE
Division of Corporations & Commercial Code
Articles of Organization Instructions

Means of payment are: cash, check, credit card or money order made payable to the “**State of Utah.**” If faxing you must include, on a cover sheet, the number of a Visa, MasterCard or American Express with the date of expiration.

- 1. Name of Company:** The name of the company shall contain the terms: "limited company"; "limited liability company"; "L.C."; "LC"; "L.L.C." or "LLC" [48-2c-106](#)
- 2. Purpose:** Enter the purpose or purposes for which the company was organized. Each company has the purpose of engaging in any business unless a more limited purpose is set forth in its articles of organization. [48-2c-105](#)
- 3. Registered Agent:** Enter the Registered Agent name and address. If the R/A is a company, the company **MUST** be in good standing with the Division of Corporations. The R/A address **MUST** be a Utah street address. The R/A (or representative of the R/A if it is a company) must sign accepting appointment as such. A company may not serve as its own Registered Agent. [48-2c-302](#)
- 4. Designated Office:** Each domestic company shall continuously maintain in this state a designated office where the records required by Section [48-2c-112](#) shall be maintained. The designated office may, but need not be, a place of business in this state and the designated office address **MUST** be a Utah street address. [48-2c-111](#)
- 5. Organizer(s):** Indicate whether or not the company has organizers who are not members or managers of the company. If there are no organizers who are not managers or members, sections 7 and 8 **MUST** be completed. [48-2c-401](#)
- 6. Name and Address of each Organizer who is not a member or manager:** Provide the name, street address and signature of each of the company’s organizers who is not a member or manager - attach an additional sheet if needed.
- 7. Management:** [Optional if organizers who are not managers or members are listed in section 6](#) – Select whether the company will be managed by its member(s) or manager(s). Section 8 **MUST** be completed if a selection is made.
- 8. Name and Address of Members/Managers:** [Optional if Organizers who are not managers or members are listed in section 6 AND a management statement is not provided in section 7](#) – Provide the name, street address and signature of each of the company’s managers and/or members. At least 1 member must be listed if the company is to be member managed (section 7) or at least 1 manager must be listed if the company is to be manager managed (section 7) - attach an additional sheet if needed.
- 9. Duration:** [Optional](#) - The period of duration of the company does not need to be listed in the articles of organization, if one is not listed, the duration will default to 99 years per statute. You may either list the number of years for the period of duration or the date at which the period of duration ends neither of which may exceed 99 years. [48-2C-403](#)
- 10. Principal Address:** [Optional](#) - The primary address at which the company will be located.