



DO NOT STAPLE

FORM **204**

**ARTICLES OF AMENDMENT
 COOPERATIVE**

Sec. 185.53 Wis. Stats.

A. The present name of the cooperative (prior to any change effected by this amendment) is:

(Enter Corporate Name)

B. The cooperative's principal office or registered agent is in _____ county, WI.

C. Text of Amendment (*Refer to the existing articles of incorporation and the instructions on the reverse of this form. Determine those items to be changed and set forth the number identifying the paragraph in the articles of incorporation being changed and how the amended paragraph is to read.*)

RESOLVED, THAT the articles of incorporation be amended as follows:

D. Amendment(s) adopted on _____ (date) by the following vote:

Classes of Members	Number of Members with Voting Rights	Number voting	
		FOR	AGAINST

E. Executed on _____ (date)

 Secretary

 President

This document was drafted by _____
 (Name the individual who drafted the document)

Office Use Only

ARTICLES OF AMENDMENT – COOPERATIVE

▲ Please provide an email or postal mailing address for the filed copy of the document.

Your phone number during the day: _____

INSTRUCTIONS (Ref. ss. 185.53, Wis. Stats. for document content)

Please use Black ink. Submit one signed, notarized copies to State of WI-Dept. of Financial Institutions, PO Box 7846, Madison WI, 53707-7846, together two separate checks, one for the **FILING FEE** and other for the county **RECORDING FEE** (see instructions below). Filing fee is **non-refundable**. (If sent by Express or Priority U.S. mail, please visit www.wdfi.org/contact_us/ for current physical address). Both copies must bear original manual signatures. This form may be used to accomplish a filing required or permitted by statute to be made with the department.

FILING FEE - \$10.00. If the amendment increases the number of capital shares, provide an additional remittance of \$1.25 for each \$1,000 of newly-created shares. Make check payable to **Department of Financial Institutions**

RECORDING FEE - \$30.00. For reference to Register of Deeds fees, go to <http://www.wrdaonline.org/>. Make check payable to **Register of Deeds**, but submit the check to the Department of Financial Institutions with the document. The department will forward the check and a copy of the filed document to the Register of Deeds for recording.

- A. Enter the name of the cooperative, before any change effected by this amendment.
- B. Enter the name of the county within which the cooperative has its principal office or its registered agent.
- C. Set forth the text of the amendment(s). The text should recite the resolution adopted (e.g., “Resolved, that Article 1 of the articles of incorporation be amended to read: (enter the amended article). If the amendment changes the name of the cooperative, the new must include the word “cooperative” or an abbreviation thereof.
- D. Enter the classes of members voting on the adoption of the amendment, the number of members with voting rights in each class, and the number of votes of each class voted for and against the adoption. Adoption requires an affirmative vote of two-thirds of the votes cast, unless the articles require a greater vote or stockholders are entitled by sec. 185.52 to vote.
- E. Enter the date the document was signed. The document is to be signed by the cooperative’s President (or Vice-President) and Secretary (or Assistant Secretary), and the corporate seal affixed. If the cooperative does not have a seal, enter the remark “No Seal.” Original signatures are required.

If the document is executed in Wisconsin, sec. 182.01(3) provides that it shall not be filed unless the name of the person (individual) who drafted it is printed, typewritten or stamped thereon in a legible manner. If the document is not executed in Wisconsin, enter “not executed in Wisconsin.”