

New Jersey Division of Revenue

NOTIFICATION OF CHANGE OF ADDRESS OF REGISTERED OFFICE

(For Use by Domestic and Foreign, Profit and Nonprofit Corporations)

To file electronically:

1. Enter the information requested below and sign by typing your name in the signature field. The form can only be filled in using the free Adobe Acrobat Reader 9.1 or greater. *(See the pages following this form for field by field instructions, and notes on delivery and processing of work requests.)*
2. Click the "Add Attachments" button to add attachments if required *(Check the field by field instructions to see if you must include an attachment(s)).*
3. After the form has been filled in properly, please save a copy to your computer so that you can upload the form to the State of New Jersey Division of Revenue & Enterprise Services Central Forms Repository Web application by following the instructions in the next step.
4. Click the "Open the Central Forms Repository Home Page to start the Form Submission Process" button at the bottom of the form. *(This action will launch the State of New Jersey Division of Revenue & Enterprise Services Central Forms Repository Web application. If you have not created an account in the application, you will need to do so before using the online Web application. Once your account is created, please login to the application and follow the instructions for submitting your form and payment online.)*

CHECK THE APPROPRIATE STATUTE:

- TITLE 14A:4-3 New Jersey Business Corporation Act
- TITLE 15A:4-3 New Jersey Nonprofit Corporation Act

In accordance with the provisions of the appropriate Statute, checked above, the Department of the Treasury is hereby notified that the address of the following _____ named corporations has been changed as indicated.
(number)

FROM:

(Street and Postal Designation, if applicable) (City) (State) (Zip)

TO:

(Street and Postal Designation, if applicable) (City) (State) (Zip)

LIST NAMES OF CORPORATIONS ALPHABETICALLY

The address of the Registered Office of each of the above named corporations will be identical after the change and twenty (20) days notice, in writing, has been given to each of the corporations. The change of address of the Registered Office of each of the corporations named herein shall become effective upon the date of filing of this Certificate in the Office of the Treasurer or at such later time, not to exceed 30 days after the date of filing, as may be set forth herein.

Effective date (if other than date of filing) will be _____ .

Signature:

Date:

Agent's Name:

(Rev 3/13)

Instructions for Form C-104D

**NOTIFICATION of CHANGE of ADDRESS of REGISTERED AGENT OFFICE
FOR ALL CORPORATIONS
(Titles 14A and 15A)**

STATUTORY FEE: **\$25.00 for each corporation listed on form**
The MANDATORY fields are:

Prior Office

List the current office as it appears on the records of the Treasurer.

New Office

List the new address. Provide a New Jersey **street address**. A PO box may be used only if the street address is listed as well.

Affected Corporations

List each corporation affected by the change; show the name(s) as it appears on the records of the Treasurer.

ATTESTATIONS

Add statements indicating:

- 1) an understanding that the resignation is effective upon the filing of the change form with the Treasurer, or at a later time not to exceed 30 days from the date of filing;
- 2) that the address of the registered office of each corporation and the address of its registered agent will be identical after the change is filed; and
- 3) that at least 20 days prior notice of the change has been given to each corporation in writing. Form 104D provides the requisite statements.

EXECUTION

Have the registered agent sign. Also, list the date of execution (signature).
