

## **Instructions for completing Form CD 414 (Statement of Commencing of Winding Up)**

**Important – Please Read.** A dissolved limited liability company **may** file a statement of commencement of winding up with the Secretary of State. Form CD 414 may be used for this purpose. Use of this form is optional. A statement of commencement of winding up may also be drafted pursuant O.C.G.A. 14-11-606. Form CD 414 is not intended to replace competent legal counsel. Secretary of State staff is not authorized to provide legal counsel or explain the steps necessary to successfully change a limited liability company’s name or to complete this form. Filers are strongly urged to obtain professional legal, tax and or business advice to assure filers goals and intentions are met, that requirements of the law are satisfied, and that members and managers are protected even after termination of the organization.

- |             |  |   |
|-------------|--|---|
| Article One | Name of the company<br>Control number  | Provide the name of the company.<br>Provide the control number of the company |
| Article Two | Statement that the limited liability company has dissolved and commenced its winding up activities.  |   |
| Signature   | The statement of commencement of winding up must be signed by a member, a manager, an organizer if the LLC has no members or managers, a court-appointed fiduciary, or an attorney-in-fact. The signer must state the capacity in which he or she is signing. Print the legal name* of the signer. |   |

There is a \$10.00 service charge for filing a statement of commencement of winding up by paper. Please mail the completed form and payment to: **Corporations Division, 2 Martin Luther King Jr. Dr. SE, Suite 313 West Tower, Atlanta, Georgia 30334**. There is no fee or service charge for filing a statement of commencement of winding up online at <https://ecorp.sos.ga.gov/>.

\* Legal name is an individual's first and last name without use of initials or nicknames. Middle names or initials may be included.



Secretary of State

OFFICE OF SECRETARY OF STATE  
CORPORATIONS DIVISION  
2 Martin Luther King Jr. Dr. SE  
Suite 313 West Tower  
Atlanta, Georgia 30334  
(404) 656-2817  
sos.georgia.gov/corporations

## Statement of Commencement of Winding Up

### Article One

The name of the limited liability company is:

\_\_\_\_\_.

The control number is \_\_\_\_\_.

### Article Two

The limited liability company has dissolved and commenced its winding up activities.

**IN WITNESS WHEREOF, the undersigned has executed this Statement of Commencement of Winding Up on** \_\_\_\_\_  
(Date)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name\*

Capacity (choose one option only):  Organizer  Member  Manager  Attorney-in-fact  
 Court-Appointed Fiduciary

Email Address: \_\_\_\_\_

\* Enter individual's legal name, i.e. first and last name without use of initials or nicknames. Middle names or initials may be included.