



Business Services Division
Tre Hargett, Secretary of State
State of Tennessee

INSTRUCTIONS

BUSINESS ENTITY REINSTATEMENT

Filing Fee: \$70

An Application for Reinstatement may be filed using one of the following methods:

- **E-file:** Go to <https://tnbear.tn.gov/ecommerce/> to and use the online tool to complete the reinstatement and pay the filing fee by credit card or debit card. When paying by credit card or debit card, there is a convenience fee that covers the credit card fees and transaction costs incurred by the Business Services Division when accepting online payments. Applicants who do not wish to pay the convenience fee to file online may choose the "Print and Mail" option at no additional cost.
- **Print and Mail:** Go to <https://tnbear.tn.gov/ecommerce/> and use the online tool to complete the reinstatement. Print and mail the reinstatement along with the required filing fee to the Secretary of State's office at 6th FL – Snodgrass Tower ATTN: Corporate Filing, 312 Rosa L. Parks AVE, Nashville, TN 37243.
- **Paper submission:** A blank reinstatement may be obtained by going to <http://www.tn.gov/sos/forms/SS-9410.pdf>, by emailing the Secretary of State at TNSOS.CORPINFO@tn.gov, or by calling (615) 741-2286. The reinstatement is hand printed in ink or computer generated and mailed along with the required filing fee to the Secretary of State's office at 6th FL – Snodgrass Tower ATTN: Corporate Filing, 312 Rosa L. Parks AVE, Nashville, TN 37243.
- **Walk-in:** A blank reinstatement form may be obtained in person at the Secretary of State Business Services Division located at 6th FL – Snodgrass Tower, 312 Rosa L. Parks AVE, Nashville, TN 37243.

NOTE: Please submit this application for reinstatement together in the same envelope with everything necessary for reinstatement, including all past due annual reports and additional filing fees.

REINSTATEMENT

1. **The Secretary of State Control Number is** – a control number is assigned to every corporation, limited liability company, and limited partnership formed or qualified in Tennessee. To find entity information, including the Secretary of State Control Number visit: <https://tnbear.tn.gov/ECommerce/FilingSearch.aspx>.

The control number is displayed in the left column of the search results list and at the top of the Business Entity Detail form in the blue heading bar.

2. **The name of the corporation is** - Enter the name of the business entity at the time of the dissolution / revocation.
3. **If changing the name** – if the name of the entity is changing at the time of reinstatement, enter the new name here. The new name will need to satisfy the statutory name requirement for that type of entity.
4. **The ground(s) for the administrative dissolution** – mark the appropriate statement concerning the grounds for the dissolution or revocation.

SIGNATURE

- The person executing the document must sign it and print their name in the appropriate spaces. **Failure to sign and print the name on the application will result in the application being rejected.**
- Type or Print Name. **Failure to type or print the signature name and title of the signer will result in the application being rejected.**

FILING FEE

- The filing fee for a reinstatement is **\$70**.
- Make check, cashier's check or money order payable to the Tennessee Secretary of State. Cash is only accepted for walk-in filings. **Charters submitted without the proper filing fee will be rejected. Checks, cashier's checks or money orders made out to any payee other than the Tennessee Secretary of State will not be accepted and will result in the rejection of document.**



**APPLICATION FOR REINSTATEMENT
FOLLOWING ADMINISTRATIVE DISSOLUTION/REVOCAION (SS-9410)**



Business Services Division
Tre Hargett, Secretary of State
State of Tennessee
312 Rosa L. Parks Ave., 6th Fl.
Nashville, TN 37243
(615) 741-2286

For Office Use Only

Filing Fee: \$70.00

Pursuant to the Tennessee Business Corporation Act, Tennessee Nonprofit Corporation Act, Tennessee Limited Liability Company Act, Tennessee Revised Limited Liability Company Act, or the Tennessee Revised Uniform Partnership Act, this application for reinstatement is submitted to the Tennessee Secretary of State.

1. The Secretary of State Control Number is: _____

2. The name of the business entity at the time of dissolution:

3. If changing the name, the new name of the entity following reinstatement shall be:

The new name of the entity must satisfy the statutory name requirements for that type of entity.

4. The ground(s) for the administrative dissolution/revocation (check only one):
 Has/Have been eliminated. or Did not exist.

NOTES: Prior to this document being accepted for filing, the Business Services Division will request tax clearance verification for reinstatement from the Tennessee Department of Revenue. If we cannot obtain such tax clearance verification from the Department of Revenue, this document will be rejected and returned to the applicant. To obtain tax clearance for reinstatement, contact the Tennessee Department of Revenue at 615-253-0700.

Please submit this application for reinstatement together in the same envelope with everything necessary for reinstatement, including all past due annual reports and additional filing fees.

Signature Date

Signature (required)

Signer's Capacity (if other than individual capacity)

Name (printed or typed) (required)

Note: Pursuant to T.C.A. § 10-7-503 all information on this form is public record.

Submitter Information - Name: _____ Phone #: (____) _____