



INSTRUCTIONS: DOMESTIC PARTNERSHIP STATEMENT OF CHANGE RCW 26.60

Purpose: The general purpose of the form is to report changes to the domestic partnership on record with our office. Please note that if the termination of partnership (by reason of death) is selected a copy of the death certificate must be attached (certified copies are not necessary).

General Instructions: Use dark ink only. Complete the entire form and enter all requested information in the fields provided. A fillable .pdf version of this form is available for download at sos.wa.gov/corps/domesticpartnerships

Mail: Send the completed form and payment to the address listed above.

Payment: Make checks or money orders payable to "Secretary of State." Checks cannot be backdated more than 60 days from the date the check is received.

Fees: There is no filing fee for this form.

Expedited Service: If expedited service is requested, include an *additional* \$100 fee and check the box indicating expedited service on page one.

ALL FILING FEES ARE NON-REFUNDABLE. ALL DOCUMENTS ARE PUBLIC RECORD.

(1) Registration Number: Enter the registration number associated with your Washington State Registered Domestic Partnership.

(2) Wallet Card and Certificate Replacement Request: A replacement wallet card or new certificate can be issued if requested upon the completion of the statement of change.

- Select if you want to receive a replacement wallet card. If selected provide the number of replacement cards and enter in the total amount due. **Example if 2 are requested the total fee entered would be \$20.**
- Select if you want to receive a new certificate. If selected provide the number of new certificates and enter in the total amount due. **Example if 2 are requested the total fee entered would be \$10.**

(3) Partner Name Change: If one or both partners are changing their name, provide the name(s) as they currently appear registered. Then provide the new name exactly as it should be updated. A copy of the official court document reflecting each name change is required in order to complete the name change with our office.

(3) Current Partner Address: Provide the current address for either partner including the email address and phone number.

(4) Partner Signatures: The signature, printed name, and the signature date are required for both partners.

For a rapid response to questions, requests for assistance, or to provide feedback, please visit the Corporations and Charities website at www.sos.wa.gov/corporations to chat with a representative.

