
***“MISSOURI BOARD FOR ARCHITECTS PROFESSIONAL ENGINEERS
PROFESSIONAL LAND SURVEYORS AND LANDSCAPE ARCHITECTS”***

***P.O. Box 184
Jefferson City, Missouri 65102
(573) 751-0047***

CORPORATION/LIMITED LIABILITY COMPANY

AFFIDAVIT TO AMEND MANAGING AGENT

RESPONSIBLE FOR

**ARCHITECTURAL, PROFESSIONAL ENGINEERING, PROFESSIONAL
LAND SURVEYING OR LANDSCAPE ARCHITECTURAL
ACTIVITIES IN THE STATE OF MISSOURI**

Please Type or Print all Information

Name of Corporation/Limited Liability Company:

Address:_____

Telephone Number:____ (____) _____

Missouri License Number:_____

Date:_____

MANAGING AGENT

Pursuant to Board Rule 20 CSR 2030-10.010 (2) ..."The managing agent shall be an owner or officer of a corporation, or member of a limited liability company, or a fulltime employee of a corporation or limited liability company. If the managing agent is also the person providing immediate personal supervision, as defined by board rule(s) 20 CSR 2030-13.010 and/or 20 CSR 2030-13.020, then that person must work in the same office where the work is being performed.

(3) The managing agent's responsibilities include:

- (A) Renewal of the certificate of authority and notification to the board of any changes in the firm;
- (B) Overall supervision of the professional and licensing activities of the firm and its employees;
- (C) Assurance that the firm institutes and adheres to policies that are in accordance with Chapter 327 RSMo and 4 CSR 30; and
- (D) Assurance, in the case of multiple offices, that the requirements for immediate personal supervision, as defined by board rule(s) 20 CSR 2030-13.010 and/or 20 CSR 2030-13.020 are being met."

AFFIDAVIT OF LICENSED MANAGING AGENT

I, _____ being duly sworn, state that I am a
(Name of Licensed Managing Agent)
 licensed _____ in the state of Missouri,
(Architect, Prof. Engineer, Prof. Land Surveyor or Landscape Architect)

_____ and that I consent to be the managing agent responsible for the proper
(License Number)
 conduct of all the _____ activities in the
(Architectural, Engineering, Land Surveying or Landscape Architectural)

State of Missouri of _____.
(Name of Corporation or Limited Liability Company)

I further agree that as managing agent I will be responsible for the following:

- Renewal of the certificate of authority and notification to the board of any changes in the firm;
- Overall supervision of the professional and licensing activities of the firm and its employees;
- Assurance that the firm institutes and adheres to policies that are in accordance with Chapter 327 RSMo and 20 CSR 2030; and
- Assurance, in the case of multiple offices, that the requirements for immediate personal supervision, as defined by board rule(s) 20 CSR 2030-13.010 and/or 20 CSR 2030-13.020 are being met.

 Signature of Licensed Managing Agent

Subscribed and sworn to before me this _____ day of _____, 20____

 Signature of Notary Public

My commission expires _____

AFFIDAVIT OF CORPORATE PRESIDENT OR LIMITED LIABILITY CO. MANAGER

I, _____, the undersigned affiant, being duly sworn, state
(President of Corporation or Manager of LLC)

that the directors of _____, have voted
(Name of Corporation or Limited Liability Company)

to designate and assign the responsibility for the proper conduct of all _____
(Architectural, Engineering,
Land Surveying or Landscape Architectural) activities done in Missouri for such corporation or

limited liability company to _____ and that such individual is:
(Name of Licensed Managing Agent)

(Check all that apply. At least one must be checked.)

_____ Owner (Corporation Only)

_____ Officer (Corporation Only)

_____ Member (Limited Liability Company Only)

_____ Fulltime Employee

Signature of President of Corporation or Manager of Limited Liability Company

Subscribed and sworn to before me this _____ day of _____,
20____.

(Signature of Notary Public)

My commission expires _____