

# INSTRUCTIONS FOR FILING AN INFORMATION REPORT

# SUBMIT THE DOCUMENTS WITHOUT THIS PAGE

Note: All documents filed by the Secretary of State's office are considered public record and may be viewable online. File this document directly online at <a href="https://www.sos.ks.gov/businesses/information-reports.html">https://www.sos.ks.gov/businesses/information-reports.html</a>.

## How to complete the information report for an LP:

Each of the numbered instructions below corresponds to a section on the form.

- List the business entity's ID number issued by the Kansas Secretary of State (this is not a tax ID number). ID numbers may be found by clicking on Business Entity Database at https://www. sos.ks.gov/eforms/BusinessEntity/Search.aspx.
- 2. Provide the complete legal business entity name, including words of formation (e.g., L.P., LP, etc.)
- 3. Provide the principal office of the business entity.

Principal office: Must be a physical address that must include the building number, street, city, state, and zip code. This can't be a PO box.

4. Provide the reporting year for the information report. This year must reflect the year the report was due.

For reinstatements and foreign applications only: Review the instructions for the reinstatement or foreign application to determine the number of information reports needed.

- 5. Domestic (Kansas) business entities only: Each partner of the LP who owns 5% or more of the capital must be named along with the address where they may be regularly located.
- Provide an indication if the business entity owns land suitable for agricultural use. Complete the form AG if answered yes or disregard the form AG if answered no.
- At least one general partner of the LP must sign.

# **AG - Information Report Agricultural Attachment Instructions**

1. Each tract or lot must be detailed in this section. This includes a numerical response for the location, the total number of acres, and indicate if the land was acquired after July 1st, 1981.

### Fee Schedule

# **Information Report**

The filing fee for the information report is as follows:

Online Information Report: ......\$100
Paper Information Report: ......\$110

## **Filing Online**

The information report may be filed directly online at https://www.sos.ks.gov/businesses/information-reports.html.

### Mail to:

Kansas Secretary of State Memorial Hall, 1st Floor 120 SW 10th Avenue Topeka KS 66612

Only checks are accepted for payment. Make checks payable to the Kansas Secretary of State.



# KANSAS SECRETARY OF STATE Information Report Limited Partnership



Memorial Hall, 1st Floor 120 S.W. 10th Avenue Topeka, KS 66612-1594 (785) 296-4564 kssos@ks.gov sos.ks.gov

1.	Business entity ID/file number:	Kansas Secretary of State issued file number.							
2.	Limited partnership name:	Must match name on record with Kansas Secretary of State.							
3.	Principal office address:  Must be a street, rural route or highway. A PO box is	Street Address (A PO box is unacceptable.)							
	unacceptable.	City		State	Zip	Country			
4.	Reporting year:	Year		,	,				
5.	Name and address of each partner who owns 5% or more of capital (Kansas limited partnerships only):	Name		Address					
		City		State	Zip	Country			
		Name	Address						
		City		State	Zip	Country			
		Name		Address					
	If additional space is needed, please provide attachment.	City		State	Zip	Country			
6.	Does this limited partners  Yes (Complete AG LP attack	ship own or lease any land in Ka			able for use i	n agriculture?			
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7.	I/We declare under penalty of perjury pursuant to the laws of the state of Kansas that the foregoing is true and correct.								
Sig X	nature of General Partner or Partı	ner(s)							
Nam	e of Signer (printed or typed)		Phone Number (Not required)						
Sig X	nature of General Partner or Parti	ner(s)							
	e of Signer (printed or typed)					Phone Number (Not required)			



Complete this form **only** if the limited partnership owns or leases land suitable for agricultural use. **All information must be complete** or this document will **not** be accepted for filing.

# Note: This form must be completed if Question 6 of the information report form is answered "yes."

1.	Provide information on each lot, tract, or parcel of agricultural land in Kansas owned or leased by limited
	partnership, or include an attachment.

Location of trac	t or lot		Number of acres in tract or lot	Acquired after July 1, 1981?		
County	Section	Township	Range		Yes	No

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