

Contact Information

Kansas Secretary of State
Chris Biggs
Memorial Hall, 1st Floor
120 S.W. 10th Avenue
Topeka, KS 66612-1594
(785) 296-2239
kssos@kssos.org
www.kssos.org

**KANSAS SECRETARY OF STATE
Business Agent Registration**

BA
68-01

All information must be completed or this document will not be accepted for filing.

Applicant's name: _____

_____ Street address

_____ City _____ State _____ Zip

Do not write in this space

Applicant desires to operate in Kansas as a business agent for:

Organization: _____

Address: _____

Daytime phone number: _____

I am applying for a registration certificate as a business agent of a labor or employee organization. In support of my application, I make the following statements:

- 1) I am a citizen of the United States.
- 2) I have been a resident of Kansas for _____ .

Registration as a business agent is valid for the calendar year (Jan. - Dec.) in which it is filed, or the business organization's fiscal year. Please indicate below the expiration date of this registration:

a) December 31, _____ **or b)** _____ , _____ (end of fiscal year)
Year Month Year

Signature of applicant

Statement of President and Secretary of Organization:

To the secretary of state, state of Kansas:

The above-named applicant is duly authorized by (name of organization): _____ to act as its business agent as such term is defined in sections of K.S.A. 44-802 and 75-4322, as amended.

President (printed or typed)

President (signature)

Secretary (printed or typed)

Secretary (signature)

Instructions

- 1. Applicant must be a citizen of the United States.
- 2. Submit registration fee of \$20 with application.
- 3. Any labor organization that has a business agent must file a copy of its constitution and bylaws with the secretary of state before doing business in Kansas. Amendments or changes to the constitution or bylaws must be filed with the secretary of state within 30 days of their adoption.

Notice: There is a \$25 service fee for all returned checks.