

TRAFFIC VIOLATOR SCHOOL OWNERSHIP CHANGES

MODIFICATION		FORMS	ADDITIONAL REQUIREMENTS	FEE
PARTNERSHIP / CO-PARTNERSHIP	to a Sole Owner, Corporation, or LLC	N/A	This type of change automatically cancels the existing license and requires submission of an original application.	N/A
	SOLE OWNER to a Partnership , Corporation, or LLC			
CORPORATION	Add a Officer / Director/ Stockholder	OL 15 , OL 29B , ADM 9050	Must submit a DMV 8016 , and provide a copy of Corporate Minutes or Statement of Officers stamped by Secretary of State office. (NOTE: fingerprints required only if person participates in business decisions)	\$100
	Remove a Officer / Director	OL 15		
	Change Corporate Name	OL 713	Provide a Bond Rider and a copy of Corporate Minutes or Articles of Incorporation Stamped by Secretary of State office.	
LIMITED LIABILITY COMPANY (LLC)	Add a Member / Manager	OL 15 , OL 29B , ADM 9050	Must submit a DMV 8016 , and provide a copy of Corporate Minutes or Statement of Officers stamped by Secretary of State office. (NOTE: fingerprints required only if person participates in business decisions)	
	Remove a Member / Manager	OL 15A		
	Change LLC Name	OL 713	Provide a Bond Rider and a copy of Corporate Minutes or Articles of Organization stamped by Secretary of State office.	
DECLARATION OF OFFICER / MANAGING MEMMBER		OL 107	Must be attached to an OL 15 form or OL 713 form. A corporation or limited liability company may include officers, managers or members, who do not direct, control or manage the affairs of the licensed business. This person(s) may be excluded from the department's application forms and fingerprint requirements by submitting form OL 107 , Declaration of Participation. However, this person will not appear in Department records as an owner, nor will licensed privileges be extended to this person(s).	NO FEE