



**Business Entity Name Change Request Form**

- This form may be attached to an email to be sent to [agentmail@doi.sc.gov](mailto:agentmail@doi.sc.gov).
- Digital signatures will not be accepted.
- Business entities must provide a Certificate of Authority for verification of the name change **or** proof that the name has been changed in the resident state.
- Please print clearly and legibly in blue or black ink. If the form cannot be read, it will be returned to the licensee.

Agency NPN \_\_\_\_\_ **OR** FEIN \_\_\_\_\_

Previous Name \_\_\_\_\_

New Name \_\_\_\_\_

Addition of DBA \_\_\_\_\_

\_\_\_\_\_

Signature \_\_\_\_\_

