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FOREIGN LIMITED LIABILITY COMPANY

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To register a Foreign Limited Liability Company in Hawaii, you must file an **Application for Certificate of Authority for Foreign Limited Liability Company (Form FLLC-1)**, along with the appropriate filing fee(s) with the Department of Commerce and Consumer Affairs (DCCA), Business Registration Division. Registrations can be filed [online](#), or by email, mail, or fax.

Filing fees are NOT REFUNDABLE. The fee for filing an Application for Certificate of Authority for a Foreign Limited Liability Company (Form FLLC-1) is \$50.00, with an additional fee of \$25.00 for expedited service. The fee for a certified copy of a filing is \$10.00 plus \$0.25 per page. There is an additional [State Archives fee](#) of \$1.00.

Date of registration will be the date that the Application is filed in compliance with the Uniform Limited Liability Company Act (Hawaii Revised Statutes [Chapter 428](#)).

[Foreign Limited Liability Company Name Change](#)

Foreign LLCs are required to file a certificate evidencing the name change or a certified copy of the name change amendment, along with the associated filing fee(s) with the Department of Commerce and Consumer Affairs (DCCA), Business Registration Division. Filing fee: \$25.00, Hawaii State Archives Fee: \$1.00. For additional details, please refer to Form FLLC-INFO on our [Business Entity Information](#) page.

Instructions for paper filings

Be sure all information has been entered correctly, and that the information is complete and LEGIBLE before submitting a filing to the DCCA. Paper filings must be typewritten or printed and signed in BLACK INK and are accepted at our service window, and via email, mail and fax. Legible scanned, photocopied, or faxed documents will be accepted. Document pages must be standard letter-sized (8.5 x 11 inches) and if signatures are not plainly legible, the name must be typed below each signature.

Attach an original certificate of good standing duly authenticated by the proper officer of the state or country of origination and dated not more than sixty (60) days prior to the filing of this application. If the certificate of good standing is in a foreign language, a translation attested to under oath by the translator must accompany the certificate.

The Application must be signed and certified by at least one manager of a manager-managed company, or by at least one member of a member-managed company.

Payment

Make checks payable to the DEPARTMENT OF COMMERCE AND CONSUMER AFFAIRS, for the exact amount. A \$25.00 fee will be assessed on dishonored checks.

Mail completed form and payment together to P.O. Box 40, Honolulu, HI 96810 or deliver to 335 Merchant Street, Room 201, Honolulu, HI 96813

Credit card information must accompany email and fax filings. We accept Visa, MasterCard, Discover, American Express, Diners Club, or JCB. Use the [Business Registration Division Credit Card Transaction Form](#). **OR** be sure to include the following information in order for payment to be processed: credit card number, credit card type, name of cardholder, card expiration date, CVV code, amount of charge, indicate expedited or regular review, a contact telephone number and an email address.

To email document filings, please send to breg-doci-filing@dcca.hawaii.gov. To fax, send to (808) 586-2733.

For more information and/or assistance, please see our [FAQs](#) page or [contact](#) us at (808) 586-2727 or breg@dcca.hawaii.gov.

We also have [Business Action Centers](#) that offer in-person assistance with government filings and more.