

**MISSOURI LIMITED LIABILITY COMPANY
SINGLE-MEMBER OPERATING AGREEMENT**

(Written Declaration by Sole Member)

Governed by the Missouri Limited Liability Company Act, Chapter 347, RSMo

**ARTICLE I
ORGANIZATION**

1.01 Formation and Governing Law.

This Limited Liability Company (the “Company”) is organized under the Missouri Limited Liability Company Act, Chapter 347, RSMo (the “Act”). The rights and obligations of the Members and the governance of the Company are subject to the Act except as expressly modified by this Operating Agreement.

1.02 Company Name.

The legal name of the Company is:

1.03 Articles of Organization.

The Company was formed by filing Articles of Organization (Form LLC 1) with the Missouri Secretary of State, Corporations Division. Current filing fees per the SOS fee schedule: \$50 online / \$105 paper (includes a \$5 technology fund surcharge). Note: RSMo § 347.179 shows lower amounts (\$45/\$100); the current SOS fee schedule governs actual filings. Missouri LLCs have NO annual report requirement. This Operating Agreement is an internal governance document and is NOT filed with the SOS.

1.04 Operating Agreement — Statutory Requirement.

Under RSMo § 347.081.1, the member or members of a Missouri LLC SHALL adopt an operating agreement. Missouri is one of the few states where this is a statutory obligation, not merely best practice. Under RSMo § 347.081.2, Missouri’s policy is to give MAXIMUM EFFECT to the freedom of contract and enforceability of operating agreements.

1.05 Registered Agent and Registered Office.

Every Missouri LLC must maintain a registered agent and registered office in Missouri (RSMo §§ 347.039(1)(3) and 347.033). The Company’s registered agent is:

Registered Agent Name:

Registered Office Address:

1.06 Principal Office.

The principal office address of the Company is:

Principal Office Address:

1.07 Purpose.

The Company is organized to engage in:

and any lawful activity permitted under the Act.

1.08 Records.

The Company shall maintain at its principal office or another location specified in this Agreement the Articles of Organization, this Operating Agreement, all amendments, tax returns, and financial statements, as required by RSMo § 347.091.

1.09 No Annual Report / No Publication.

Missouri LLCs are NOT required to file an annual report with the Missouri Secretary of State, Corporations Division. No publication requirement was identified in the current Chapter 347 formation provisions for Missouri LLC formation.

1.10 Execution Trap.

IMPORTANT: If this Agreement specifies that it becomes effective only upon signatures of all Members, a missing signature can defeat the enforceability of any provision in this Agreement, including any arbitration or dispute-resolution clause. Per recent Missouri Court of Appeals precedent, get every Member's signature before relying on any clause in this Agreement.

**ARTICLE II
DEFINITIONS**

As used in this Agreement, the following terms have the meanings set forth below:

- (a) "Act" means the Missouri Limited Liability Company Act, Chapter 347, RSMo, as amended.
- (b) "Agreement" means this Operating Agreement, as amended.
- (c) "Articles" means the Company's Articles of Organization (Form LLC 1) filed with the Missouri Secretary of State, Corporations Division, as amended.
- (d) "Capital Account" means the account maintained for each Member reflecting contributions, allocated profits/losses, and distributions.

- (e) “Capital Contribution” means cash, property, or services contributed by a Member, as documented in Exhibit 1.
- (f) “Ownership Interest” means a Member’s percentage interest in the Company as set forth in Exhibit 1.
- (g) “Membership Interest” means personal property assignable under RSMo § 347.115; assignees receive economic rights only unless admitted as Members.
- (h) “Authorized Persons” means the Members (in a member-managed LLC) or the Managers (in a manager-managed LLC) as used in RSMo § 347.079.
- (i) “SOS” means the Missouri Secretary of State, Corporations Division.
- (j) “Withdrawal” means voluntary withdrawal under RSMo § 347.121 or an event of withdrawal under § 347.123.
- (k) “Winding-Up Notice” means the Notice of Winding Up (Form LLC 13) required to be filed with the SOS upon dissolution under RSMo § 347.137.

ARTICLE III CAPITAL CONTRIBUTIONS AND ACCOUNTS

III.01 Initial Capital Contributions.

Each Member’s initial Capital Contribution and Ownership Interest are set forth in Exhibit 1. Under RSMo § 347.101, if this Agreement were silent, distributions would first return contributions to members, then be split EQUALLY among all members — regardless of ownership percentages. This Agreement expressly overrides that default.

III.02 Capital Accounts.

The Company shall maintain a separate Capital Account for each Member. Capital Accounts shall be credited with contributions and allocated profits, and debited with distributions and allocated losses, consistent with Treasury Regulation § 1.704-1(b)(2)(iv).

III.03 Additional Contributions.

No Member shall be required to make any additional Capital Contribution. Any decision to determine, modify, or release contribution obligations requires UNANIMOUS member approval by default under RSMo § 347.079.3(6). Additional contributions must be documented in a written amendment to Exhibit 1.

III.04 No Interest on Contributions.

No Member is entitled to receive interest on any Capital Contribution unless separately agreed in writing.

**ARTICLE IV
ALLOCATIONS AND DISTRIBUTIONS**

IV.01 Profit and Loss Allocation.

Profits and losses shall be allocated among the Members in proportion to their Ownership Interest percentages in Exhibit 1, overriding the statutory default under RSMo § 347.111.

IV.02 Distributions.

Distributions shall be made at such times and amounts as determined by the Authorized Persons, in proportion to each Member's Ownership Interest in Exhibit 1. This overrides the Missouri default distribution rule under RSMo § 347.101 (which first returns contributions, then splits equally). Distributions authorized by:

Authorized by:

IV.03 Tax Distributions.

To the extent funds are available, the Company shall make annual tax distributions estimated to cover each Member's income tax liability attributable to Company income, before any discretionary distributions.

IV.04 Missouri Tax Compliance.

Federal tax classification follows IRS check-the-box rules: single-member LLCs are disregarded entities; multi-member LLCs are partnerships by default. Corporate treatment may be elected via IRS Form 8832 (C corp) or Form 2553 (S corp). Missouri LLCs taxed as partnerships or S corporations may elect the Missouri Pass-Through Entity Tax via Form MO-PTE; the MO-PTE return is due the 15th day of the 4th month after year-end; no estimated PTE payments required. The 2025 Missouri individual income tax rate reaches 4.7%. Missouri LLCs have NO annual report and no identified franchise tax obligation.

**ARTICLE V
MANAGEMENT AND AUTHORITY**

5.01 Sole Member as Manager.

The Company is managed by its Sole Member. The Articles of Organization state that management is vested in the members, consistent with RSMo § 347.039(1)(4). The Sole Member has full authority to manage and conduct all activities of the Company.

5.02 Written Declaration — Missouri Requirement.

Under RSMo § 347.015(13), the operating agreement of a sole member must be a WRITTEN DECLARATION by the sole member. Unlike multi-member Missouri LLCs (where an oral agreement can theoretically qualify), this single-member Agreement MUST be in writing. This written declaration satisfies that requirement.

5.03 Statutory Requirement.

Under RSMo § 347.081.1, members SHALL adopt an operating agreement. This Agreement satisfies that statutory obligation for the Sole Member.

5.04 Single-Member LLC Recognition.

Missouri expressly recognizes single-member LLCs under RSMo § 347.017.

5.05 Liability Shield.

Under RSMo § 347.057, the Sole Member is not personally liable for the Company's debts, liabilities, and obligations solely by reason of membership. This written Agreement provides evidence of separateness and protects against veil-piercing challenges.

5.06 Withdrawal and Dissolution.

The Sole Member may withdraw upon events specified in this Agreement or upon 90 days' prior written notice (RSMo § 347.121). Dissolution of a single-member LLC follows RSMo § 347.137. Upon dissolution, the Company must file a Notice of Winding Up (Form LLC 13) before filing Articles of Termination (Form LLC 5).

5.07 Dispute Resolution.

Any dispute shall be submitted to mediation before litigation. Under recent Missouri Court of Appeals precedent, the Sole Member's signature on this Agreement is essential to enforceability of all provisions.

ARTICLE VI TRANSFER OF MEMBERSHIP INTERESTS

VI.01 Assignability.

Under RSMo § 347.115, a Membership Interest is personal property and is assignable unless this Agreement restricts transfers. Assignment transfers only economic rights (the right to receive distributions); an assignee does NOT become a Member unless formally admitted under this Agreement or the statute.

VI.02 Transfer Restrictions.

The Members impose the following restrictions on transfers:

Transfer restrictions:

VI.03 Right of First Refusal.

Before transferring any Membership Interest to a third party, the transferring Member shall first offer it pro-rata to the remaining Members at the proposed price. Remaining Members shall have:

Days to exercise ROFR:

VI.04 Admission of Assignee as Member.

Under RSMo § 347.113, if this Agreement is silent, admitting an assignee as a full Member requires WRITTEN CONSENT OF ALL MEMBERS. Elected procedure:

Admission procedure:

VI.05 Events of Withdrawal.

Under RSMo § 347.123, involuntary withdrawal events include: assignment of the member’s entire interest, bankruptcy, death, and incompetency. Each event may trigger buyout obligations and dissolution analysis.

**ARTICLE VII
LIABILITY SHIELD AND INDEMNIFICATION**

VII.01 Liability Shield.

Under RSMo § 347.057, Members and Managers are not personally liable for the debts, liabilities, and obligations of the Company solely by reason of being Members or Managers. Missouri’s freedom-of-contract policy (RSMo § 347.081.2) supports broad contractual structuring of this protection.

VII.02 Indemnification.

Chapter 347 does not prescribe a mandatory indemnification checklist; indemnification is handled contractually under Missouri’s freedom-of-contract framework. The Company shall indemnify Members, Managers, and agents as follows:

Indemnification scope:

VII.03 Non-Waivable Good Faith.

While the operating agreement may expand or restrict fiduciary duties under RSMo § 347.088, any such modifications must not contradict Chapter 347 or other applicable law. Provisions eliminating ALL duties should be reviewed by a Missouri attorney to ensure compliance.

VII.04 Insurance.

The Company may purchase and maintain insurance on behalf of any Member, Manager, or agent against liability asserted against them in such capacity.

ARTICLE VIII DISSOLUTION AND WINDING UP

VIII.01 Dissolution Events.

The Company shall dissolve upon (RSMo § 347.137):

- (a) An event or date stated in the Articles or this Agreement.
- (b) Written consent of all Members.
- (c) An event of withdrawal followed by a majority-of-remaining-members vote to dissolve within 90 days.
- (d) No Members remaining, subject to statutory continuation mechanisms.
- (e) Judicial decree (RSMo § 347.143).
- (f) A merger or consolidation where the Company is not the surviving entity.

VIII.02 Continuation Clause.

Notwithstanding Section {p}.01(c), upon the death, disability, or withdrawal of a Member, the remaining Members may elect to CONTINUE the Company by unanimous written consent within 90 days, overriding the dissolution default.

VIII.03 Winding-Up Notice — Missouri Filing Trap.

IMPORTANT: Under RSMo § 347.137, as soon as possible after a dissolution trigger, the Company must file a Notice of Winding Up (Form LLC 13) with the Missouri Secretary of State, Corporations Division. Filing fee: \$25 (current SOS fee schedule). Failure to file this notice before completing termination can expose the Company to continuing obligations.

VIII.04 Claims Bar Periods.

After dissolution, written notice to known claimants must set a deadline of at least 90 days (RSMo § 347.141). Unknown claims are barred unless suit is commenced within 3 YEARS after the Notice of Winding Up is filed or published, whichever occurs later.

VIII.05 Winding Up and Distribution.

Upon dissolution (RSMo § 347.139): (a) collect and liquidate assets; (b) pay creditors; (c) establish reserves; (d) distribute remaining assets to Members in proportion to positive Capital Account balances, then in proportion to Ownership Interest percentages.

VIII.06 Articles of Termination.

After winding up is complete, file Articles of Termination (Form LLC 5) with the Missouri Secretary of State, Corporations Division to terminate the Company’s legal existence. Filing fee: \$25.

VIII.07 Series LLC Note.

If the Company has established designated series under RSMo § 347.186, dissolution of the Company does not automatically dissolve each series. Each series’ dissolution must be addressed according to the terms established for that series in this Agreement.

**ARTICLE IX
AMENDMENTS**

IX.01 Amendment Procedure.

Under RSMo § 347.079.3(1), amending a written operating agreement requires UNANIMOUS member approval by default. The Members elect a different threshold:

Amendment threshold:

IX.02 Execution Requirement.

All amendments must be in writing and signed by all Members (or the elected approval threshold). Missouri law recognizes oral agreements among members (RSMo § 347.015(13)), but an oral amendment to this written Agreement is not sufficient. Recent Missouri Court of Appeals precedent confirms that if an agreement requires all member signatures, a missing signature can defeat the enforcement of any affected provision.

IX.03 Records.

All amendments shall be maintained with the Company’s records under RSMo § 347.091.

**ARTICLE X
GENERAL PROVISIONS**

X.01 Entire Agreement.

This Agreement and the Articles of Organization constitute the entire agreement among the Members with respect to the subject matter hereof and supersede all prior oral, written, and implied arrangements.

X.02 Severability.

If any provision is found invalid or unenforceable, the remaining provisions continue in full force.

X.03 Governing Law.

This Agreement shall be governed by the laws of the State of Missouri, specifically the Missouri Limited Liability Company Act, Chapter 347, RSMo.

X.04 Dispute Resolution.

Disputes shall be submitted to mediation, then binding arbitration. **CRITICAL:** Under recent Missouri Court of Appeals precedent, this arbitration clause is enforceable **ONLY** if all Members have signed this Agreement. A Member who has not signed cannot be compelled to arbitrate.

Forum:

X.05 Notices.

All notices shall be in writing and delivered by personal delivery, certified U.S. mail, or e-mail with confirmation.

X.06 Counterparts and Signatures.

This Agreement may be executed in counterparts, including electronically. Missouri does not require notarization, but notarizing signatures adds evidentiary weight. This Agreement is **NOT** filed with the Missouri Secretary of State, Corporations Division.

X.07 No Third-Party Beneficiaries.

This Agreement is for the sole benefit of the Members and the Company.

X.08 Further Assurances.

Each Member shall execute additional documents and take actions reasonably necessary to carry out the purposes of this Agreement.

X.09 Freedom of Contract.

The Members acknowledge that RSMo § 347.081.2 declares the policy of Missouri to give maximum effect to the freedom of contract and enforceability of operating agreements. This Agreement shall be construed to give maximum effect to this policy.

WRITTEN DECLARATION OF SOLE MEMBER

The undersigned, being the Sole Member of the Company, hereby executes this Operating Agreement as a WRITTEN DECLARATION by the sole member as required by RSMo § 347.015(13) and adopts this Agreement pursuant to RSMo § 347.081.1. This Agreement is NOT filed with the Missouri Secretary of State, Corporations Division. Missouri LLCs have no annual report requirement.

Company Name:

State:

Date of Declaration:

Sole Member Signature: _____

Printed Name:

Date:

Address:

EXHIBIT 1
CAPITAL CONTRIBUTION AND OWNERSHIP INTEREST

Company Name:

Member Name	Address	Contribution (\$)	Ownership Interest (%)
<input style="width: 190px; height: 100%;" type="text"/>	<input style="width: 210px; height: 100%;" type="text"/>	<input style="width: 150px; height: 100%;" type="text"/>	<input style="width: 130px; height: 100%;" type="text"/>

This Exhibit establishes the Sole Member's 100% Ownership Interest and overrides the Missouri default distribution rule (RSMo § 347.101) and profit allocation rule (RSMo § 347.111).

LEGAL DISCLAIMER

This Single-Member Operating Agreement template for a Missouri limited liability company is provided by Boost Suite for informational and educational purposes only. It does not constitute legal advice and does not create an attorney-client relationship. Boost Suite is not a law firm. This template is based on the Missouri Limited Liability Company Act, Chapter 347, RSMo, including RSMo §§ 347.015, 347.017, 347.033, 347.037, 347.039, 347.045, 347.057, 347.079, 347.081, 347.088, 347.091, 347.101, 347.103, 347.111, 347.113, 347.115, 347.121, 347.123, 347.137, 347.139, 347.141, 347.143, 347.179, and 347.186. Laws change; Boost Suite does not guarantee that this template reflects the most current version of Missouri law. LLCs with complex structures should have this Agreement reviewed by a licensed Missouri attorney before execution.

Your Missouri LLC Resources:

- <https://boostsuite.com/llc-operating-agreement/missouri/>
- <https://boostsuite.com/how-to-start-an-llc/missouri/>
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