



# The North Carolina State Bar

## **Registration of Interstate and International Law Firms**

The following documents and fees must be submitted to register an interstate/international law firm with the North Carolina State Bar:

- (1) The original Interstate/International Law Firm Registration Statement (attached). Please note that the statement must be notarized.
- (2) \$500.00 check payable to the NC State Bar.

Mail the above to:           NC State Bar  
  Membership Department  
  Attn: Adam Maner  
  P.O. Box 26088  
  Raleigh, NC 27611

We will send you one Certification of Registration to file with the NC Secretary of State (if necessary to obtain a Certificate of Authority to transact business in NC) and one copy of the Certificate of Registration (for your records).

If you have any questions, please call Adam Maner at 919-828-4620, ext. 256.

If the firm will maintain an office in NC, you must obtain a Certificate of Authority to transact business in NC. Submit the following documents to the NC Secretary of State, Corporations Division:

- An original Certification of Registration from the NC State Bar;
- Application for a Certificate of Authority to transact business in NC (Form PC-01 for a PC, PLLC-01 for a PLLC or LLP-03 for an LLP. Forms can be found at [www.secretary.state.nc.us/corporations](http://www.secretary.state.nc.us/corporations));
- Certificate of Existence from the originating state; and
- Applicable NC Secretary of State fee

Contact the Secretary of State, Corporations Division for more information 919-807-2225.

**THE NORTH CAROLINA STATE BAR**

**INTERSTATE AND INTERNATIONAL LAW FIRM  
REGISTRATION STATEMENT**

Application is hereby made for issuance of a Certificate of Registration for an Interstate/International Law Firm pursuant to 27 N.C. Admin. Code, Chapter 1E, Section .0200, and N.C.G.S. §55B-16 and §57C-7-04. The undersigned, on behalf of:

\_\_\_\_\_ (the law firm)

hereby certifies to the Council of the North Carolina State Bar (attach additional sheets if necessary):

1. The law firm uses the following other names:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. The law firm is organized under the laws of the state of \_\_\_\_\_ and is a (check one):

Sole Proprietorship       Professional Corporation/Association

Partnership       Professional Limited Liability Company

Other(explain) \_\_\_\_\_

3. The addresses of all offices of the law firm are listed below:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. The name and address of the registered agent and registered office of the law firm (if applicable) are listed below:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. The names and addresses of all other law firms with which the filing law firm is in partnership or is otherwise affiliated (explain the affiliation) are:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. List all lawyers employed by the law firm who will provide legal services to persons in North Carolina and who are active members of the North Carolina State Bar.

Name and address	Relationship to the law firm (officer, manager, etc.)	License #
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

7. List at least one director and one officer of the law firm who are active members of the North Carolina State Bar.\*

Name and address	Relationship to the law firm	State(s) of licensure
_____	_____	_____
_____	_____	_____
_____	_____	_____

\*This is a requirement for a certificate of authority to transact business in North Carolina. N.C.G.S. §55B-16(a)(2). It is not a requirement for registration as an interstate law firm.

8. The following is a list of the names and addresses of all other lawyers (not listed in #6 and #7 above) who are officers, managers, shareholders, members, partners, or employees of the law firm, their relationship to the law firm, and the state(s) in which each lawyer is admitted to the practice of law.

Name and address	Relationship to the law firm	State(s) of licensure
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

9. The following is a list of the names and addresses of all lawyers who are partners, shareholders, members, or employees of any law firm with which the filing law firm is in partnership or is otherwise affiliated, the relationship of each lawyer to the filing law firm, and the state(s) in which each lawyer is admitted to the practice of law.

Name and address	Relationship to the law firm	State(s) of licensure
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

10. I hereby certify that all lawyers identified in paragraphs 8 and 9 are eligible to practice law in the state(s) in which they are licensed.\*

\*If the registration statement is signed by a lawyer not licensed in North Carolina, it must be accompanied by a separate notarized statement from a lawyer with an active North Carolina law license certifying as to items 8 and 9 (27 NCAC, Subchapter E, Rule .0202(2)(3)).

11. I hereby certify that each lawyer identified in paragraphs 8 and 9 who is not licensed to practice law in North Carolina will govern his or her personal and professional conduct with respect to legal matters arising in North Carolina in accordance with the Rules of Professional Conduct of the North Carolina State Bar.

12. I certify that all professional legal services provided by and through the law firm in North Carolina shall be provided by a duly licensed active member of the North Carolina State Bar.

13. I certify that the law firm shall be subject to the applicable rules and regulations adopted by, and all the disciplinary powers of, the North Carolina State Bar.

14. I am licensed and in good standing to practice law in the following jurisdictions:

Jurisdiction	License/Bar Number
_____	_____
_____	_____
_____	_____

15. Attached hereto is a registration fee of \$500.00.

This the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
[Signature]

\_\_\_\_\_  
[Print Name]

\_\_\_\_\_  
[Title: Director, Officer, Manager, etc.]

\_\_\_\_\_ COUNTY

I hereby certify that \_\_\_\_\_ personally appeared before me this the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_ and stated that he/she has read the foregoing INTERSTATE and INTERNATIONAL LAW FIRM REGISTRATION STATEMENT and that the statements contained therein are true.

Witness my hand and notarial seal this the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_