



The North Carolina State Bar

Professional Corporations and Professional Associations

The following is a summary of the documents and fees that must be submitted for registration of a professional corporation (PC) or professional association (PA):

- (1) 1 original and 1 copy of the Articles of Incorporation. A template for the articles can be found on the Corporations page of the NC Secretary of State's website www.secretary.state.nc.us/corporations (Form PC-05).
- (2) 1 original Application for Certificate of Registration (Form PC-1, attached). Please note that the application must be notarized.
- (3) \$50.00 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

If the name of the PA or PC is approved, we will return your original articles and a Certification of Registration (form PC-2), prepared by the N.C. State Bar, as required by the NC Secretary of State.

You must then submit your original articles and the Certification of Registration to the NC Secretary of State's Office, Corporations Division. Once processed by the Secretary of State's Office, you will receive your "certified articles" from them.

Please send a copy of the certified articles to the N.C. State Bar (address above) or email to amaner@ncbar.gov to receive your Certificate of Registration (form PC-3) from the N.C. State Bar, to finalize the process.

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

Application for Certificate of Registration for a Professional Corporation

The undersigned, being all of the incorporators of _____
_____, a professional corporation to be incorporated under the laws of the
state of North Carolina for the purpose of practicing law, hereby certify to the Council of the North
Carolina State Bar:

1. At least one person who is an incorporator, at least one person who will be an original officer, and at least one person who will be an original director, and all persons who, to the best knowledge and belief of the undersigned, will be original shareholders and employees who will practice law for said professional corporation in North Carolina are duly licensed to practice law in the State of North Carolina. The names and addresses of such persons are (attach additional sheets as necessary):

Name and Position (incorporator, officer, director, shareholder, employee)	Address	Phone	Email
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2. Each original shareholder who is not licensed to practice law in North Carolina but who will perform services on behalf of the corporation in another jurisdiction in which the corporation maintains an office is duly licensed to practice law in that jurisdiction. The names, addresses, and license information of each such person are:

Name	Address	Jurisdiction of Licensure	License Number
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3. The jurisdictions other than North Carolina in which the corporation will maintain an office are:

Name of Jurisdiction	Address of Office(s)
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4. The undersigned represent that the professional corporation will be conducted in compliance with The Professional Corporations Act and with the North Carolina State Bar's Regulations for Professional Corporations and Professional Limited Liability Companies Practicing Law. (27 N.C.A.C. 1E, Section .0100)

5. Application is hereby made for a Certificate of Registration to be effective upon the effective date of the professional corporation's articles of incorporation after said articles are filed with the Secretary of State.

6. Attached hereto is the registration fee of fifty dollars (\$50.00).

This the _____ day of _____, 20 _____.

Incorporator

Incorporator

Incorporator

Incorporator

(Signatures of all incorporators)

NORTH CAROLINA
_____ COUNTY

I hereby certify that _____, _____,
_____, and _____, being all of the incorporators of
_____, a professional corporation,
personally appeared before me this day and stated that they have read the foregoing Application for
Certificate of Registration for a Professional Corporation and that the statements contained therein are
true.

Witness my hand and notarial seal, this _____ day of _____,
20 _____.

Notary Public

My commission expires:
