



The North Carolina State Bar

Withdrawal of a Certificate of Authority of an Interstate/International Law Firm

Revised 3/22/18

The following documents and fees must be submitted to notify the NC State Bar of the withdrawal of a Certificate of Authority for an interstate/international law firm:

If the interstate/international law firm was required to have a Certificate of Authority from the NC Secretary of State because it maintained an office in NC, complete steps 1 and 2 below.

- (1) File an Application for Certificate of Withdrawal/Cancellation with the NC Secretary of State Corporations Division along with their applicable fee. (Forms can be found on the NC Secretary of State's website sosnc.gov/forms: Form BE-08 for a PC; Form L-14 for a PLLC; or Form LLP-04 for an LLP.) Contact the Secretary of State's office for more information 919-807-2225.
- (2) Forward a copy of the filed Certificate of Withdrawal/Cancellation to:

NC State Bar
Membership Department
Attn: Phillip McWilliams
PO Box 26088
Raleigh, NC 27611

Or email the certificate to Phillip McWilliams at pmcwilliams@ncbar.gov.

If the interstate/international law firm does not have a Certificate of Authority from the NC Secretary of State (because it does not maintain an office in NC), notify the NC State Bar in writing at the address above that the law firm no longer meets the criteria for registration with the NC State Bar as an interstate/international law firm. This must be done on or before December 31st to avoid the registration fee for the following year.

If you have any questions, please call Phillip McWilliams at 919-828-4620, ext. 225.