



The North Carolina State Bar

To Change the Name or Otherwise Amend Articles of Incorporation for a PC/PA

Articles of Amendment must be filed with the NC Secretary of State (NC SOS) to change the name of a professional corporation (PC) or professional association (PA) or to change any other information on the original articles filed with the NC SOS. The following document and fees must be mailed to the NC State Bar **prior** to filing Articles of Amendment with the NC SOS:

- (1) One copy of the completed Articles of Amendment (please retain the original for filing with the NC SOS). You can find the NC SOS Articles of Amendment (Form B-02) on their website:

[https://www.sosnc.gov/forms/by_title/_Business_Registration_Business_Entities_Comm
on](https://www.sosnc.gov/forms/by_title/_Business_Registration_Business_Entities_Comm_on)

- (2) \$20.00 check or money order payable to NC State Bar.

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

If approved, we will email the non-objection letter to you along with instructions for filing the amendment and non-objection letter with the NC SOS.

The NC SOS will return the filed/date-stamped articles of amendment to you via mail or email. Upon receipt, please email the filed articles to pmcwilliams@ncbar.gov to receive your updated Certificate of Registration via email.

If you have any questions, please contact Phillip McWilliams at 919-828-4620, ext. 225 or email at pmcwilliams@ncbar.gov.