



The North Carolina State Bar

Registration and Incorporation of a Professional Corporation or a Professional Association

Application processing time is 3-5 business days from date of receipt.

Before filing Articles of Incorporation with the NC Secretary of State (NC SOS,) you must register a professional corporation (PC) or professional association (PA) with the North Carolina State Bar. The following documents and fees must be submitted to register a PC or PA with the NC State Bar:

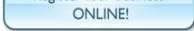
- (1) The original NC State Bar Application for Certificate of Registration, attached. Please note that the application must be notarized.
- (2) One copy of the completed Articles of Incorporation (please retain the original for filing with the NC SOS). You can find NC SOS Articles of Incorporation (Form PC-05) on their website: https://www.sosnc.gov/forms/by_title/_Business_Registration_Business_Entities_Common
- (3) \$50.00 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 there is any impediment to approving the registration, you will be advised of the problem and given an opportunity to correct it.

If the registration is approved, we will email the Certification of Registration to you. A copy of the certification must be submitted along with your articles of incorporation to the NC SOS. You can file these documents through the NC SOS website: <https://www.sosnc.gov/>

Register Your Business
ONLINE!

Click the  button to login or create an account with the NC SOS. Select “Business Corporation” for the type of entity you are creating. You can follow this link to aid you in the registration process with the NC SOS: https://www.sosnc.gov/Guides/account_management. If you have any questions regarding registration with the NC SOS, you can email Darron Jones: djones@sosnc.gov, or Daniel Crabbe: dcrabbe@sosnc.gov.

The NC SOS will return the filed/date-stamped articles to you via mail or email. Upon receipt, please email the filed articles to pmcwilliams@ncbar.gov to receive your Certificate of Registration via email. You must renew your Certificate of Registration annually through your NC State Bar portal. You will receive an email notice when it is time to renew.

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

Application for Certificate of Registration for a Professional Corporation/Professional Association¹

The undersigned, being all of the incorporators of _____, a professional corporation (“PC”) 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/or employees who will practice law for said PC 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
--	---------	-------	-------

2. Each original shareholder who is not licensed to practice law in North Carolina but who will perform services on behalf of the PC in another jurisdiction in which the PC 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
------	---------	------------------------------	-------------------

¹ “Professional Corporation (PC)” is used throughout this document to refer to both professional associations and professional corporations.

3. The jurisdictions other than North Carolina in which the PC will maintain an office are²:

Name of Jurisdiction

Address of Office(s)

4. The undersigned represent that the PC 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 PC'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 _____.

My commission expires: _____

Notary Public

² If the PC will maintain an office in another jurisdiction, contact the State Bar Membership Department (919-828-4620) to determine whether the PC must also register as an Interstate Law Firm.