



The North Carolina State Bar

Registration and Incorporation of a Professional Limited Liability Company

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


Before filing Articles of Organization with the NC Secretary of State (NC SOS,) you must register a professional limited liability company (PLLC) with the North Carolina State Bar. The following documents and fees must be submitted to register a PLLC 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 Organization (please retain the original for filing with the NC SOS). You can find NC SOS Articles of Organization (Form PLLC-02) 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 organization to the NC SOS. You can file these documents through the NC SOS website: <https://www.sosnc.gov/>

Click the  button to login or create an account with the NC SOS. Select “Limited Liability Company” 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. 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 Limited Liability Company

The undersigned, being all of the persons executing the articles of organization of _____, a professional limited liability company ("PLLC") to be organized 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 executing the articles of organization, at least one person who will be an original manager, and all persons who, to the best knowledge and belief of the undersigned, will be original members and/or employees who will practice law for said PLLC 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 (signer of articles, manager, member, employee)	Address	Phone	Email
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2. Each original member who is not licensed to practice law in North Carolina but who will perform services on behalf of the PLLC in another jurisdiction in which the PLLC 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 PLLC will maintain an office are ¹:

Name of Jurisdiction

Address of Office(s)

4. The undersigned represent that the PLLC will be conducted in compliance with The North Carolina Limited Liability Company 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 PLLC’s articles of organization after said articles are filed with the Secretary of State.

6. Attached hereto is the registration fee of fifty dollars (\$50).

This the _____ day of _____, 20 _____.

(Signature of all persons executing the articles of organization)

NORTH CAROLINA
_____ COUNTY

I hereby certify that _____, _____, _____, and _____, being all of the persons executing the articles of organization of _____, a professional limited liability company, personally appeared before me this day and stated that they have read the foregoing Application for Certificate of Registration for a Professional Limited Liability Company and that the statements contained therein are true.

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

Notary Public

My commission expires: _____

¹ If the PLLC will maintain an office in another jurisdiction, contact the State Bar Membership Department (919-828-4620) to determine whether the PLLC must also register as an Interstate Law Firm.