

NONPROFIT CORPORATION ARTICLES OF AMENDMENT

A North Dakota nonprofit corporation may amend its Articles of Incorporation as provided in N.D.C.C., Chapter 10-33.

Instructions: The following numbered instructions correspond to the numbers on the form.

1. **FILING FEE: \$20.** Additional fees may be required if the corporation amends its corporate name such that it is the same as or deceptively similar to another name registered with the Secretary of State, an additional \$10 is required for filing consent to use of name. (Checks must be payable to "Secretary of State" and must be for U.S. negotiable funds. Payment may also be made by credit card using VISA, MasterCard, or Discover.)
2. Provide the corporate name exactly as currently provided for in the Articles of Incorporation filed with the Secretary of State. Pay attention to punctuation and abbreviations. If the name in number 2 is not the same as registered, the name will be corrected by the Secretary of State when the document is received.
3. To properly maintain corporate records, the Federal ID number is requested if the corporation has one.
Privacy: In compliance with N.D.C.C., Section 10-33-142.1, social security or Federal ID numbers are not disclosed to the public. They are used by the Secretary of State to maintain accurate corporate files. Therefore, while voluntary disclosure is requested, failure to do so will not result in rejection of the document.
4. The telephone number of the corporation's principal executive office is required. If the corporation does not maintain an office, provide the telephone number of one of the officers.
5. Provide a toll-free telephone number if the corporation has one.
6. Provide the complete physical and mailing address of the corporation's executive office wherever located. This address cannot be only a post office box number. If the corporation does not maintain an office, provide the address of one of the officers.
7. Provide the article(s) to be amended. More than one article may be amended on a single amendment form. If the provided space is not adequate, continue the amendments on a separate sheet of paper as an attachment.

CORPORATE NAME: If the corporate name is being changed, the name must be in the English language or in any other language expressed in English letters or characters. The name may not be the same as, or deceptively similar to, any corporate name, limited liability company name, trade name, limited partnership name, limited liability limited partnership name, or a name that is in any manner reserved with the Secretary of State.

The name may not include such words as "bank", "banker", "banking", "trust", or "trust company", or any other word or words of like import unless the articles of amendment are supported by a written approval for the use from the North Dakota Department of Financial Institutions. These words are preserved by North Dakota law for use by the Bank of North Dakota, state and national banks, and trust companies. Contact information:

ND Department of Financial Institutions
2000 Schafer St Ste G
Bismarck, ND 58501-1204
Phone: (701) 328-9933
Email: dfi@nd.gov

Filing of the articles of incorporation with the Secretary of State provides protection of the corporate name in North Dakota. However; if a mark is registered with the Patent and Trademark Office in Washington, D.C., the federal registration may supersede the protection afforded by state law.

COMMERCIAL OR NONCOMMERCIAL REGISTERED AGENT: A corporation must continuously maintain a commercial or noncommercial registered agent. If an alternate commercial or noncommercial registered agent is being appointed, or if the address of the noncommercial registered agent is being changed, the change can be reflected on this amendment.

A commercial registered agent must be registered as a commercial registered agent with the North Dakota Secretary of State. The appointed agent can verify their status as a commercial registered agent from their acknowledged filing and from the list of commercial registered agents maintained on the Secretary of State's website at www.nd.gov/sos.

A noncommercial registered agent may be one of the following:

- a) An individual residing in North Dakota,
- b) A domestic or foreign corporation, or
- c) A domestic or foreign limited liability company.

A corporation or limited liability company appointed as a noncommercial registered agent must be registered with the Secretary of State, be in good standing, and have a business address in North Dakota. If a corporation or limited liability company is named as a noncommercial registered agent, provide the "correct" name of the organization.

Seek the approval of the party before naming them as the commercial or noncommercial registered agent. Proof of the approval is not required to be filed with the Secretary of State.

Provide the name of the commercial registered agent, OR the name and address of the noncommercial registered agent. If the name of a commercial registered agent is not the same as registered by the commercial registered agent, the name will be corrected by the Secretary of State when the document is received. If a noncommercial registered agent is being appointed, provide the correct name. If another corporation or limited liability company is appointed as registered agent and the name of that organization is not the same as registered, the name will be corrected by the Secretary of State when the document is received.

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