



DOMESTIC AND FOREIGN NONPROFIT CORPORATION ANNUAL REPORT

SECRETARY OF STATE
SFN 50879 (12-2013)

2014



FOR OFFICE USE ONLY

ID Number	
WO Number	
Filed	By

1. (Corporate Name, Commercial or Noncommercial Registered Agent Name and Address)

2. FILING FEES:

\$10.00 if postmarked on or before February 3, 2014
\$15.00 if postmarked after February 3, 2014

3. State or Country of Origin

TYPE OR PRINT LEGIBLY - SEE INSTRUCTIONS FOR FEES, FILING AND MAILING INFORMATION

A nonprofit corporation is a legal entity created under North Dakota state law. This annual report is required by law and verifies the continued existence of the corporation. If the nonprofit corporation no longer exists, the corporation may voluntarily dissolve or be involuntarily dissolved under the provisions of state law if the annual report is not filed (see instructions). Annual report provisions are found in the North Dakota Century Code Section 10-33-139.

4. The name and address of the noncommercial registered agent or commercial registered agent appear below the corporate name above. Is the name of the noncommercial registered agent or commercial registered agent and address correct? <input type="checkbox"/> Yes <input type="checkbox"/> No - Complete page 2 of this form.	
5. Purpose of the Corporation (be specific)	6. Federal Tax Code by which Tax Exemption is Recognized, if any
7. Address of Principal Executive Office as Previously Reported (Street/RR, PO Box, City, State, ZIP+4) If incorrect, cross out and correct as necessary. Address cannot only be a post office box.	8. Federal ID Number
	9. Telephone Number

10. OFFICERS AND DIRECTORS OF THE CORPORATION									
● Must list at least a president and secretary and any other officers. If officer serves in more than one position, see instructions.			Check box if Officer also serves as Director	● Must list at least three directors.					
OFFICE	NAME			COMPLETE MAILING ADDRESS					
			Street/RR	PO Box	City	State	ZIP+4		
PRESIDENT		<input type="checkbox"/>							
VICE PRESIDENT		<input type="checkbox"/>							
SECRETARY/ TREASURER		<input type="checkbox"/>							
SECRETARY		<input type="checkbox"/>							
TREASURER		<input type="checkbox"/>							
DIRECTOR									
DIRECTOR									
DIRECTOR									

If needed, attach sheet to add names of additional directors.

11. "The undersigned has read the foregoing annual report, knows the contents, and believes the information provided is correct. I understand that if I make a false statement in this document, I may be subject to criminal penalties."

Signature	Date
12. Name of Person to Contact about this Report	Email Address
	Daytime Telephone Number and Extension, if any

COMMERCIAL OR NONCOMMERCIAL REGISTERED AGENT/OFFICE STATEMENT OF CHANGE

Complete this page only if changing the name of the commercial registered agent or noncommercial registered agent and/or address of the registered agent listed in number 1 on page 1.

Registered agent provisions are found in the North Dakota Century Code Chapter 10-01.1.

13.A. Name of New <u>Commercial</u> Registered Agent in <u>North Dakota</u>		13.B. Name of New <u>Noncommercial</u> Registered Agent in <u>North Dakota</u> (or New Name of Current Noncommercial Registered Agent)	
OR			
14.A. New Address of the <u>Noncommercial</u> Registered Agent Named in 13.B. (It cannot only be a post office box. It must include the noncommercial registered agent's physical address in North Dakota.) If applicable for mailing purposes, a post office box can be added to the physical address.			
Physical Address			PO Box
City	State	ZIP Code	
B. Change of Address is: <input type="checkbox"/> Appointment of a new commercial or noncommercial registered agent. <input type="checkbox"/> New location for current noncommercial registered agent. <input type="checkbox"/> Postal reassignment, rezoning, or implementation of 911 address. C. Is the address in number 14.A the same address as the principal executive office for the corporation named in number 1 on page 1? <input type="checkbox"/> Yes <input type="checkbox"/> No			
15. If a new commercial registered agent or a new noncommercial registered agent has been named in number 13.A or 13.B, an officer, or other individual authorized by the corporation named in number 1 on page 1 may sign the following certification. If only the address of the current noncommercial registered agent is changing or the noncommercial registered agent has changed their name, then the noncommercial registered agent may sign the certification. "As required by state law, I certify that: <ul style="list-style-type: none"> ● The new commercial registered agent or new noncommercial registered agent named in number 13A or 13B, if applicable, was appointed by a resolution as required by state law, and was adopted by the corporation named in number 1 on page 1; ● The new address in number 14.A, if applicable, for the current or newly appointed noncommercial registered agent is the same address where the noncommercial registered agent can be located during normal business hours; ● The undersigned has read the foregoing statements, knows the contents thereof and believes same to be true; ● The Secretary of State is authorized to correct numbers 13.A, and 13.B if not correctly reflected; ● The undersigned is authorized to sign the statement; and ● I understand that if I make a false statement in this document, I may be subject to criminal penalties." 			
Signature			Date

Send Completed Report To:

Annual Report Processing Center
 Secretary of State
 State of North Dakota
 PO Box 5513
 Bismarck ND 58506-5513

Telephone: 701-328-4284

Toll Free: 800-352-0867 (ext 328-4284)

Fax: 701-328-0106

Web Site: www.nd.gov/sos

NONPROFIT CORPORATION ANNUAL REPORT - 2014

A nonprofit corporation is a legal entity created under the laws of North Dakota. Each year, it must file an annual report and verify its continued existence as a nonprofit corporation. This year's annual report for nonprofit corporations is due on or **before** February 3rd. If the nonprofit corporation is no longer active and wishes to voluntarily dissolve itself as a legal entity, contact the Secretary of State's Business Division for information regarding the dissolution process. If a nonprofit corporation chooses not to file an annual report by the due date or file articles of dissolution, state law requires the involuntary dissolution of the corporation one year after the report's due date.

State law (N.D.C.C. 10-33-139) requires specific information on a nonprofit corporation's annual report. Therefore, please read the following instructions carefully. Even though a corporation's report is submitted, it cannot be considered timely filed until the report contains all of the information required by state law.

TRADE NAME: North Dakota law does allow a nonprofit corporation to use and operate under a name that is different from its corporate name. However, that name is then considered a trade name and it must first be registered with the Secretary of State. Contact the Secretary of State's Business Division for information regarding trade names and the filing requirements.

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

1. **CORPORATE NAME:** The nonprofit corporation's name is pre-printed on the form exactly as it is stated in the corporation's Articles of Incorporation or Certificate of Authority on record with the Secretary of State. If the corporation has changed its name, do not make any changes on the form to the pre-printed name. By law, a domestic corporation is only allowed to change its legal corporate name in North Dakota by filing an Amendment to its Articles of Incorporation or in the case of a foreign corporation, file an Amended Certificate of Authority Application. Forms to change the corporate name are available from the Secretary of State's website at www.nd.gov/sos or contact the office.

NONCOMMERCIAL REGISTERED AGENT OR COMMERCIAL REGISTERED AGENT AND ADDRESS: The name and address below the corporate name is that of the noncommercial or commercial registered agent on file with the Secretary of State. By law, all nonprofit corporations must continuously maintain a registered agent and have the name and address of that agent on file with the Secretary of State. If the noncommercial or commercial registered agent or the address of the agent has changed, do not make any changes in number 1. Complete page 2 of the form.

2. The filing fee is:
\$10.00 if the report is postmarked on or before February 3, 2014
\$15.00 if postmarked after February 3, 2014

Payment of the fees may be made by credit card (VISA, MasterCard, or Discover) or checks payable to the Secretary of State for negotiable United States funds.

NONREFUNDABLE FEE: North Dakota law provides that annual report filing fees and late filing fees are nonrefundable when a corporation submits an annual report and fails to provide sufficient information or fees to enable the Secretary of State to file the annual report. The nonrefundable fees are credited to the state general fund. (N.D.C.C. Section 10-33-140).

3. The state or country of origin of the corporation has been preprinted on the form. Do not make changes to the state or country of origin.
4. Indicate in the box whether or not the name and address listed for the noncommercial or commercial registered agent in number 1 is correct. If the answer is no, do not cross out or make changes to number 1 on the form. To make changes to either the name or address of the agent, you must complete page 2 of the form.
5. Describe the specific purpose or activities in which the corporation is actually engaged in North Dakota.
6. If the nonprofit corporation has a federal tax exempt status, and it has been previously reported, the federal tax code under which the tax exemption is recognized; e.g., 501(c)(3) has been preprinted. If not previously reported, please provide. Leave blank if the corporation does not have a federal tax exemption.
7. The address of the corporation's principal executive office is preprinted as previously reported to this office. If this address is no longer correct, cross out the incorrect address and provide the correct complete address. If the corporation doesn't maintain an office, provide the address of one of the corporation's officers. A complete address must include a street or rural address, a post office box (if applicable), the city and state, and a ZIP code with 4-digit extension. The address cannot only be a post office box.
8. While the federal ID number is not required to be disclosed, a corporation's Federal ID number is helpful for maintaining accurate records. Please provide, if you have one.

PRIVACY: In compliance with N.D.C.C. Section 10-33-142.1, 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.

9. A telephone number for the corporation is required. If the corporation does not maintain an office, the telephone number for a corporate officer must be listed. The number as previously reported is preprinted on the form. Change the number if no longer correct.
10. List the names and complete mailing addresses for the president and secretary and any other officers. Quite often, the secretary and treasurer are the same person. If an individual serves in more than one position, list the same name for each office or use ditto marks. By law, a nonprofit corporation must have at least three directors (an officer may also serve as a director) unless the corporation has less than 3 voting members. If the corporation does not maintain a particular officer, please note it next to the officer title. A complete address must include a street or rural address, a post office box if applicable, the city and state, and a ZIP code with 4-digit extension.
11. The report must be signed and dated by a person authorized by the corporation's articles or bylaws, or by a resolution approved by the Board of Directors.
12. Provide the name, email address, daytime telephone number, and extension, if any, of the person to contact for any issues related to this report. Having a contact person will save you time and money if this office has questions or needs additional information for filing the report. The email address is not disclosed to the public; this information is privatized in accordance with N.D.C.C. Section 44-04-18.21.

NONPROFIT CORPORATION ANNUAL REPORT - 2014

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.

13.A. If a commercial registered agent is being appointed, provide the correct name as registered with the North Dakota Secretary of State. If the name in number 13A 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 reviewed.

OR

13.B. 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 in number 13B is not the same as registered, the name will be corrected by the Secretary of State when the document is reviewed.

14.A. Only complete this section if you are making a change to the noncommercial registered agent's address or have a newly appointed noncommercial registered agent. The address must include the noncommercial registered agent's physical address (street or rural address), a post office box if applicable, the city and the state, and a ZIP code with its 4-digit extension. The physical address cannot only be a post office box. Even if a noncommercial registered agent uses a post office box for mailing purposes, the law still requires the physical address for service of process purposes.

14.B. Indicate the appropriate reason for the Statement of Change.

14.C. Indicate whether the address in number 14A is also the address of the principal executive office of the organization named in number 1 on page 1. (leave blank if 14A is blank)

15. The Commercial or Noncommercial Registered Agent/Office Statement of Change must be signed and dated. If number 13.A or 13.B is completed appointing a new commercial or noncommercial registered agent, the corporation named in number 1 must authorize the appointment by resolution and an officer, or an individual authorized by the corporation, must sign the Commercial or Noncommercial Registered Agent/Office Statement of Change. If the current noncommercial registered agent is changing its name or its address as indicated in number 13.B or 14.A, the noncommercial registered agent may sign the Commercial or Noncommercial Registered Agent/Office Statement of Change.

CHARITABLE SOLICITATION REGISTRATION: If the nonprofit corporation is soliciting funds, it may need a Charitable Solicitation Registration if it doesn't already have it filed. Contact the Secretary of State's Licensing Division at 701-328-3665 if you need information regarding Charitable Solicitation Registration.

ASSISTANCE: If assistance is required to complete the annual report, contact the Secretary of State at 701-328-4284.

FAX FILING: The document and Credit Card Payment Authorization may be faxed to 701-328-0106. A faxed filing does not expedite the process of the document in the office of the Secretary of State. When faxing an annual report to the Secretary of State, maintain the fax transmission log as proof that the annual report was timely filed.

EMAIL: Email is not a secure utility for the transmission of private information or credit card authorizations. **DO NOT EMAIL YOUR DOCUMENT TO THE SECRETARY OF STATE.**

MAILING INSTRUCTIONS: Send the completed annual report to:
 Annual Report Processing Center
 Secretary of State
 State of North Dakota
 PO Box 5513
 Bismarck ND 58506-5513

Telephone: 701-328-4284

Toll Free: 800-352-0867 (ext 328-4284)

Fax: 701-328-0106

Web Site: www.nd.gov/sos



CREDIT CARD PAYMENT AUTHORIZATION
 SECRETARY OF STATE
 SFN 51478 (4-2012)

(All items required to complete transaction)

			Amount Authorized	
Name			Telephone Number	
Address		City	State	ZIP Code
<input type="checkbox"/> VISA <input type="checkbox"/> MasterCard <input type="checkbox"/> Discover			Signature (Required by Credit Card Companies)	
Account Number		CSC Number *		
			-	

* (CSC is the three-digit security code on the back of your card by the signature)