



DOMESTIC AND FOREIGN NONPROFIT CORPORATION ANNUAL REPORT

SECRETARY OF STATE

SFN 50879 (12-2016)

2017

For Office Use Only

ID #:	
WO #:	
Filed:	By:

REPORT DUE JANUARY 31, 2017

By law, the envelope containing the report must be postmarked on or before January 31, 2017 to be considered timely filed.

2. FILING FEES:

- \$10.00 if postmarked on or before January 31, 2017
- \$15.00 if postmarked after January 31, 2017

3. State or country of origin

1. (Corporate name, commercial or noncommercial registered agent name and address)

TYPE OR PRINT LEGIBLY

SEE INSTRUCTIONS FOR FEES, FILING, AND MAILING INFORMATION.

For reference, see 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. Business activities actually engaged in (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. Street address <u>MUST</u> be provided; may not be only a post office box.				8. Federal ID number			
				9. Telephone number			
10. OFFICERS AND DIRECTORS OF THE CORPORATION <ul style="list-style-type: none">• A North Dakota nonprofit corporation must provide a president, a secretary, and any other officers. If officer serves in more than one position or corporation does not maintain a particular officer, see instructions.• A North Dakota nonprofit corporation must provide at least three directors. If the corporation does not have three directors, see instructions.• For foreign nonprofit corporations, see instructions.							
OFFICE	NAME	Check box if officer also serves as director	Street/RR	COMPLETE MAILING ADDRESS 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. "I, the undersigned, have read the foregoing annual report, know the contents, and believe the statements made to be true. 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 document			Email address		Daytime telephone number		

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 North Dakota Century Code Chapter 10-01.1.

13.A. Name of new commercial registered agent in North Dakota	OR	13.B. Name of new noncommercial registered agent in North Dakota (or new name of current noncommercial registered agent)
13.C. Consent of the newly appointed registered agent has been obtained: <div style="display: flex; justify-content: space-between;"> <input type="checkbox"/> Yes <input type="checkbox"/> No (naming a party as registered agent without prior consent may result in involuntary termination or revocation of the organization). See instructions. <input type="checkbox"/> Agent not changing </div>		
14.A. New address of the noncommercial registered agent named in 13.B. (It cannot be only 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
14.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		
14.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, manager, or other individual authorized by the organization named in number 1 on page 1 may sign this statement. If only the address of the current noncommercial registered agent is changing or the noncommercial registered agent has changed its name, then the noncommercial registered agent may sign the statement. "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 13.A or 13.B, if applicable, was appointed by a resolution as required by state law, and was adopted by the governing structure of the organization named in number 1 on page 1; Consent has been obtained from the newly appointed commercial or noncommercial registered agent; 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 the same to be true; The Secretary of State is authorized to correct numbers 13.A, 13.B, and 14.A if not correctly reflected; and I understand that if I make a false statement in this document, I may be subject to criminal penalties; and The undersigned is authorized to sign the statement." 		
Signature		Date

MAILING INSTRUCTIONS: Send the completed annual report and fee 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 (option 2)

Fax: (701) 328-0106

Website: sos.nd.gov

NONPROFIT CORPORATION ANNUAL REPORT - 2017

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** January 31st. If the nonprofit corporation is no longer active and wishes to voluntarily dissolve itself as a legal entity, contact the Secretary of State for information regarding the dissolution process. If a nonprofit corporation chooses not to file an annual report by the due date, state law requires the involuntary dissolution of the corporation one year after the report's due date.

State law (N.D.C.C. Section 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.

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

1. **CORPORATE NAME:** The corporation's name is preprinted 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 preprinted 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 sos.nd.gov 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 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 January 31, 2017

\$15.00 if postmarked after January 31, 2017

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

NONREFUNDABLE FEE: State 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.

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 (e.g., 501(c)(3)) under which the tax exemption is recognized 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 be only 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 North Dakota nonprofit corporation must have at least three directors (an officer may also serve as a director) unless the corporation has less than three voting members. If the corporation does not maintain a particular officer, please note "N/A" 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. A foreign (out-of-state) corporation should reflect its officers and directors as required by the laws of the jurisdiction where organized.
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. If the corporation or foreign corporation is in the hands of a receiver or trustee, it must be signed on behalf of the corporation or foreign corporation by the receiver or trustee.
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 and telephone number are not disclosed to the public in accordance with N.D.C.C. Section 44-04-18.21.

