



SECRETARY OF STATE BUSINESS REGISTRATIONS

October 2006

Most organizations transacting business in the State of North Dakota have a filing obligation with the Secretary of State.

- A sole proprietor using a trade name must file a Trade Name Registration with the Secretary of State.
- A North Dakota corporation or limited liability company must file articles of incorporation or organization with the Secretary of State to acquire corporate or limited liability company status.
- A North Dakota limited partnership or limited liability limited partnership commences its status with the filing of the certificate with the Secretary of State, or at a later date specified in the certificate. (The Secretary of State does not prescribe forms for the limited partnership or limited liability limited partnership certificates.)
- A Partnership Fictitious Name Certificate must be filed with the Secretary of State by a general partnership or limited partnership using a fictitious name.
- A corporation, limited liability company, limited partnership, limited liability partnership, or limited liability limited partnership organized outside the State of North Dakota must be registered with the Secretary of State before transacting business in North Dakota or before obtaining any license or permit issued under North Dakota law.
- A Trademark or service mark may be registered with the Secretary of State.

In addition to general registrations, a business or individual employed by a business requires a license to perform specialized or regulated activities. Licensed or regulated activities administered by the Secretary of State include:

- Contractors
- Home inspectors
- Charitable solicitation
- Professional fundraiser
- Lobbyist
- Notary public
- Professional Boxing
- Mixed Fighting
- Athletic agent.

<p>BUSINESS REGISTRATION FORMS:</p> <p>Information and most forms are available at: www.nd.gov/sos</p> <p>Contact the Business Information/Registration Division at: Telephone: 701-328-4284 Toll Free: 800-352-0867 ext. 8-4284 TTY: 800-366-6888 Fax: 701-328-2992 Email: sosbir@nd.gov</p>
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<p>LICENSES AND REGULATED ACTIVITIES:</p> <p>Information and most forms are available at: www.nd.gov/sos</p> <p>Contact the Administrative/Licensing Division at: Telephone: 701-328-3665 Toll Free: 800-352-0867 ext. 8-3665 TTY: 800-366-6888 Fax: 701-328-1690 Email: sosadlic@nd.gov</p>

Articles of Incorporation to form a North Dakota corporation. Corporation types include: Business Farm Nonprofit Professional Cooperative Association	Notary Public commission to acknowledge signatures on documents (Residents of North Dakota and bordering counties)
North Dakota limited liability company types: Business Professional Farm	Lobbyist to influence legislation
Limited Liability Partnership Registration types: Domestic Business or Professional Foreign Business or Professional	Home Inspectors
Foreign limited partnership OR Foreign limited liability limited partnership	Contractor's License required to alter real property when a contract or subcontract exceeds \$2000 per job
Fictitious Name Certificate of general partnership operating with a name that does not disclose the names of all partners.	Charitable Solicitation registration required for non-profit organizations to solicit funds.
Trade Name of a sole proprietor, corporation, or limited liability company	Professional Fund Raiser registration required when acting as consultant or manager for charitable organization
Trademark adopted to identify goods	Athletic Agent registration
	Professional boxing, kickboxing, sparring, and mixed fighting style: Professional Boxer Participant Promoter Referee Judge Time Keeper Manager Ring Announcer Physician Second/Cornerperson/Trainer