

NC NONPROFIT COMPLIANCE

How to stay up-to-date with the Secretary of State

STEP 1 NONPROFIT CORPORATION REGISTRATION

Register as a **NONPROFIT CORPORATION** with the Office of the Secretary of State

Complete the Articles of Incorporation for Nonprofits. This is within the Business Registration Division.

This is a one-time registration. It is not renewed annually.



Remember to stay current with the Secretary of State:

- Report any change to:
- Registered Agent Address
 - Principal Office Address

STEP 2 CHARITABLE SOLICITATION LICENSE

You may need to register as a **CHARITY** if you are raising money from the public, either as an **ORGANIZATION** or **INDIVIDUAL**.

DO YOU RAISE MONEY FROM THE PUBLIC?

DO YOU EMPLOY SOMEONE WHO SOLICITS MONEY FROM THE PUBLIC?

YES

YOU MAY BE BELOW THE THRESHOLD.

You raise less than \$25,000 in contributions in a calendar year. **AND** You don't pay anyone to raise money for the organization.

NO

Is your organization any of these?

- Religious institution
- Public agency
- Higher education institution
- Hospital
- Public radio or television
- Community trust
- Volunteer fire department
- YMCA or YWCA
- Continuing care facility

OR

Are you any of these?

- Staff or volunteer of a charitable organization
- Attorney, investment advisor, or banker who advises on charitable giving

NO

BOTH TRUE

YES



You need to register for a Charitable Solicitation License.

You may be **EXEMPT** from the Charitable Solicitation License. File for an exemption.