

NORTH CAROLINA VETERINARY MEDICAL BOARD

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For: The Incorporators of a Professional Corporation

From: The North Carolina Veterinary Medical Board

The North Carolina Veterinary Medical Board must certify to the Secretary of State of North Carolina that the ownership of all shares of stock in a professional corporation is in compliance with the requirements of the Professional Corporation Act, Chapter 55B, and, must officially state that all shareholder(s) are licensed to practice veterinary medicine in North Carolina. The procedure is as follows:

PART 1 OF THE PROFESSIONAL CORPORATION PROCESS

Attached is an application form to be completed and returned to the N.C. Veterinary Medical Board. This form requires the listing of all names of shareholders and the selection of a company name, physical address and mailing address. It should be noted that the articles of incorporation must state that they are for forming a professional.

Return this form along with a copy of the proposed Articles of Incorporation for forming a professional corporation and fee of \$150 to the North Carolina Veterinary Medical Board. Upon receipt and review, the Board will issue a Letter of Certification, which must be affixed to the proposed Articles of Incorporation and filed with the Secretary of State.

After the Secretary of State returns the Articles of Incorporation, you must then complete and submit Part II paper work along with a copy of the Articles of Incorporation with the seal and signature of the Secretary of State to the Board office.

Please note that forming a corporation is not the same process as the Practice Facility name approval. These are two separate issues that need to be addressed before providing veterinary services to the public. The Secretary of State approves corporation names only. These names can be different from the facility providing veterinary services. Failure to obtain a veterinary practice facility name approval and inspection from the Board could be a violation of the North Carolina Veterinary Practice Act.

PART I REQUEST FOR CERTIFICATE LETTER TO BE FILED WITH N.C. SECRETARY OF STATE
Print name(s) and N.C. license numbers of all owner(s) of the shares of stock, and N.C. Veterinary License Number(s): only N.C. Licensed Veterinarians may own stock in a professional corporation.

Name of the proposed professional corporation. Must include one of the following P.A, P.C, or Inc. at end of corporation name and must be the same as what is listed on the purposed Articles of Incorporation.

Street Address: _____

Mailing Address: _____

City: _____ Zip Code: _____

County: _____ Telephone Number: _____

As a reminder the forming of a professional corporation is not the same process as the practice facility name approval. These are two separate issues that need to be addressed before providing veterinary services to the public. The Secretary of State approves corporation only. Failure to obtain a veterinary practice facility name approval from the Board could be a violation of the North Carolina Veterinary Practice Act.

- 21 NCAC 66 .0202. Name of Practice.
- G.S.90-181.1 Practice facility names and levels of service.
- 21 NCAC 66 .0201 Forms of Practice.

I have reviewed and certify that the information contained in this application is true and correct to the best of my knowledge and belief.

Signature and Date of Stockholder

Please note the following:

- Submit a copy of the proposed Articles of Incorporation. The Articles of Incorporation must state that they are for forming a professional corporation not a business corporation.
- Submit fee in the amount of \$150.00 made payable to the North Carolina Veterinary Medical Board.
- Professional corporations are renewed in December of each year thru NCVMB.

North Carolina Veterinary Medical Board address is:
Mailing: P. O. Box 37549, Raleigh, N.C. 27627
Street: 1611 Jones Franklin Road, Suite 106, Raleigh, NC 27606

