

North Carolina Veterinary Medical Board

P. O. Box 37549
Raleigh, NC 27627
(919) 854-5601
Fax (919) 854-5606

REQUEST FOR CERTIFICATION LETTER TO BE FILED WITH SECRETARY OF STATE

For: Organizers/Member/Managers of the Professional Limited Liability Company

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 membership interests of the company is in compliance with the provisions of Chapter 55B and 57C, "Professional Limited Liability Company Act" and, must officially state that all members are licensed to practice veterinary medicine in North Carolina. The procedure is as follows:

PART 1 OF THE PROFESSIONAL LIMITED LIABILITY COMPANY PROCESS

Attached is the application form to be completed and returned to the N.C. Veterinary Medical Board. This form requires the listing of organizers/members of the company, and the selection of a company name.

Return form along with a copy of the proposed Articles of Organization and fee of \$150.00 to the North Carolina Veterinary Medical Board. Upon receipt, the Board will issue a Certification letter, which must be affixed to the proposed Articles of Organization and filed with the Secretary of State.

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

Please note that the forming of 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 from the Board is 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) of all proposed members of the professional limited liability company, and N.C. Veterinary License Number(s):

Proposed name of the company: (must include PLLC in name)

Street Address: _____

Mailing Address: _____

City: _____ Zip Code: _____

County: _____ Telephone Number: _____



As a reminder the forming of a PLLC 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 from the Board is 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 form is true and correct to the best of my knowledge and belief.

Signature of Member

Please return this form, along with:

1. Copy of proposed Articles of Organization.
2. Check in the amount of \$150.00 made payable to the North Carolina Veterinary Medical Board.
3. Provide return mailing address.

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