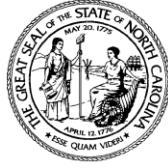


NORTH CAROLINA VETERINARY MEDICAL BOARD



For: Organizers/Member/Managers of a 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 are 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-I OF THE PROFESSIONAL LIMITED LIABILITY COMPANY PROCESS

Attached is the application form to be completed and returned to the NC 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 \$160.00 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 NC SECRETARY OF STATE

(1) Print name(s) and NC license numbers of all member(s) of the professional limited liability company.
NOTE: Only NC licensed veterinarians may be member(s) of the professional limited liability company.

(2) Name for the proposed professional limited liability company must include PLLC at the end of the name and must be the same as what is listed on the proposed Articles of Incorporation.

Name of PLLC: _____

Street Address: _____

Mailing Address: _____

City: _____ Zip Code: _____ County: _____

E-mail: _____ 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 only. Failure to obtain a veterinary practice facility name approval from the Board could be a violation of the North Carolina Veterinary Practice Act.

- NC Administrative Code, Title 21, Chapter 66 .0202 | *Name of practice*
- General Statutes, Article 11, Chapter 90-181.1 | *Practice facility names and levels of service*
- NC Administrative Code, Title 21, Chapter 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 of Member

Date

Please note the following:

1. Submit a copy of the proposed Articles of Organization. The Articles of Organization must state that they are for forming a professional limited liability company not a business limited liability company.
2. Submit fee in the amount of \$160.00 made payable to the North Carolina Veterinary Medical Board.
3. Professional limited liability companies are renewed in December of each year through NCVMB.

Mail To: NCVMB, 1611 Jones Franklin Rd., Suite 106, Raleigh, NC 27606