



STATE OF NEW MEXICO
MAGGIE TOULOUSE OLIVER
SECRETARY OF STATE

Foreign Nonprofit Application Checklist

The attached application must be filled out in its entirety. All fields with an asterisk * are required.

You must attach a Certificate of Good Standing issued by your domestic state **dated within 30 days** of being received and accepted by our office. Some states refer to it as a Certificate of Existence or Certificate of Fact.

The filing fee is \$25. Please make the check or money order payable to New Mexico Secretary of State or NMSOS.

Mail entire application along with the required information listed above to:

New Mexico Secretary of State

Business Services Division
325 Don Gaspar, Suite 300
Santa Fe, NM 87501

325 DON GASPAR, SUITE 300 | SANTA FE, NEW MEXICO 87501
PHONE: (505) 827-3600 or (800) 477-3632 | FAX: (505) 827-8081
WWW.SOS.STATE.NM.US



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Type or Print Legibly
\$25.00 Filing Fee

Foreign Nonprofit Corporation
Application for Certificate of Authority

The undersigned corporation, in order to apply for a Certificate of Authority to conduct affairs in New Mexico Under the Nonprofit Corporation Act, submits the following statement:

1: *The name of the nonprofit as registered in the domestic state is:

DBA name(s) _____

*Domestic State: _____ *Date of Incorporation: _____

Email Address: _____ Phone Number: _____

2: *The purpose for which the nonprofit is incorporated: (Please list a **specific** purpose for which the corporation is organized.) _____

*The corporation elects to be designated as a Benefit Corporation pursuant to 53-12-7 NMSA 1978.
Yes No

If yes, the benefit purpose: _____

3: *The period of duration is:

Perpetual **OR** Specific Date or Number of Years _____

4: (1) *The name of the registered agent:

Individual First and Last Name **OR** Registered Corporation Name and Business ID #

(2) *The New Mexico street address of the initial registered agent: (must be a physical address)

City State Zip code

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(3) The New Mexico mailing address of the initial registered agent: same as physical address

City State Zip code

(4) *The registered office in the domestic state: (must be a physical address)

City State Zip code

(5) The mailing address of the corporation: same as physical address

City State Zip code

(6) The principal place of business in New Mexico: None

City State Zip code

5: *The names, titles and complete addresses of the initial board of directors:

(please list at least 2 officers and 1 director)

Name	Title	Address	City	State	Zip code

*Executed Date:

*Signatures of Officers

*Printed Names

**Statement of Acceptance of Appointment by
Designated Initial Registered Agent**

If the Registered Agent listed on item four is an **individual**, complete **box one**.

If the Registered Agent listed on item four is a **corporation**, complete **box two**.

Please Note: the corporation filing these articles cannot be listed as their own registered agent.

Box One - *Individual as Registered Agent

I, _____
(Registered Agent's Printed Name)
the undersigned individual, hereby accept the appointment as initial registered agent of
_____,
(Nonprofit's Name)
the Nonprofit Corporation which is named in the Application for Certificate of Authority.

(Registered Agent's Signature)

Box Two - *Corporation as Registered Agent

I, _____
(Authorized Person's Printed Name and Title)
the undersigned individual on behalf of _____,
(Registered Agent Corporate Name)
hereby accept the appointment as initial registered agent of
_____,
(Nonprofit's Name)
the Nonprofit Corporation which is named in the Application for Certificate of Authority.

(Authorized Person's Signature)



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Document Delivery Instruction Form

Please fill out in its entirety

Contact Name: _____

Contact Phone Number: _____

Attention: _____

Mailing Address: _____

City

State

Zip code

Email Address: _____

All documents will be emailed to the email address listed. If an email address is not provided the documents will be mailed to the address listed.

check if you choose to pick up your documents

Documents listed for pick up must be picked up within five business days or documents will be emailed.

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