

NORTH CAROLINA PSYCHOLOGY BOARD
895 State Farm Road, Suite 101
Boone, North Carolina 28607
(828) 262-2258
Email:info@ncpsychologyboard.org

PROFESSIONAL CORPORATION PC APPLICATION AND INSTRUCTIONS

Please note before you can form an entity with the NC Secretary of State you are required to apply with the NC Psychology Board. You will be required to submit the appropriate Application and Articles form (see below).

To form a Professional Corporation (PC) you will need to submit the following items to the Board office for processing:

- Application for Certification of Registration of PC
- Articles of Incorporation
- \$50 Application Fee

Once received and processed (generally within 2 weeks), Board staff will return to you the validated and sealed Articles form and a Certification of Application for you to forward to the NC Secretary of State along with their required fee. After the NC SOS has sent verification of approval you will need to send the Board a copy (via email will suffice). Board staff will then issue your certificate and registration number.

PLEASE NOTE: A company organized for the rendition of professional psychological services is NOT validly operating if it has not received the Certification of Registration/registration number from the Board. This will only be issued once you have submitted the NC SOS approval to the Board.

Feel free to contact Board Staff with any questions at info@ncpsychologyboard.org.

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***APPLICATION FOR CERTIFICATE OF REGISTRATION
OF PROFESSIONAL CORPORATION ***
(refer to North Carolina General Statute 55-B)

APPLICATION FEE: \$50.00

NORTH CAROLINA _____ COUNTY

1. Name of Company: **(Must contain extension referencing corporation – PC, P.C., Inc., PA)**

2. Purpose for which corporation is organized: _____

3. Mailing Address: **(NOTE: THIS IS THE ADDRESS TO WHICH THE CERTIFICATION OF APPLICATION WILL BE MAILED, UNLESS ADVISED DIFFERENTLY.)**

Telephone Number: _____

Email Address: _____

4. Street Address:

5. Name, address, and license number (if applicable) of incorporator(s): **(ALL MUST BE LICENSED PROFESSIONALS AND ONE MUST BE LICENSED BY THE NC PSYCHOLOGY BOARD)**

(1) _____

(2) _____

License No.: _____

License No.: _____

(3) _____

4) _____

License No.: _____

License No.: _____

6. Name and license number of stockholder(s): (ALL must be licensed professionals)

Name

License No.

_____	_____
_____	_____
_____	_____

7. Name and occupation of members of Board of Directors: (One MUST be licensed)

Name

Occupation

_____	_____
_____	_____
_____	_____

8. Name and occupation of officers: (One MUST be licensed)

Name

Occupation

_____	_____
_____	_____
_____	_____

9. Name and license number of PSYCHOLOGISTS to be **employed** by the corporation:

Name

License No.

_____	_____
_____	_____
_____	_____

10. Name and duties of persons **OTHER THAN PSYCHOLOGISTS** employed, or to be employed, by the corporation:

Name

Duties

_____	_____
_____	_____
_____	_____

We attest, to be best of our knowledge and belief, that no disciplinary action is pending in any jurisdiction against any of the licensed incorporators, officers, directors, shareholders, or employees. The undersigned incorporators acknowledge that the professional corporation is being organized under the provisions of Chapter 55B of the General Statutes of North Carolina, and that all business will be conducted in compliance with all applicable North Carolina general statutes and administrative rules of the North Carolina Psychology Board.

Submitted by (incorporators): (all signatures from Item 5)

Type/Print Name

Signature

Type/Print Name

Signature

Type/Print Name

Signature

Type/Print Name

Signature