



# ARTICLES OF INCORPORATION

## (General Business)

(Instructions on back of application)

The undersigned, in order to form a Corporation under the provisions of Title 30, Chapter 1, Idaho Code, submits the following articles of incorporation to the Secretary of State.

**Article 1:** The name of the corporation shall be:

\_\_\_\_\_

**Article 2:** The number of shares the corporation is authorized to issue: \_\_\_\_\_

**Article 3:** The street address of the registered office is: \_\_\_\_\_

and the name of the registered agent at such address is: \_\_\_\_\_

**Article 4:** The name of the incorporator is: \_\_\_\_\_

and address of the incorporator is: \_\_\_\_\_

**Article 5:** The mailing address of the corporation shall be:

\_\_\_\_\_

**Optional Articles:**

Customer Acct #:

(if using pre-paid account)

Secretary of State use only

Signature of at least one incorporator:

\_\_\_\_\_

Typed Name: \_\_\_\_\_

\_\_\_\_\_

Typed Name: \_\_\_\_\_

## INSTRUCTIONS

Optional: If the document is incorrect where can you be reached for corrections? \_\_\_\_\_

Note: Complete and submit the application in duplicate.

1. Article 1 - Enter the name of the corporation. Pursuant to Idaho Code § 30-1-401, a corporate name must contain the word corporation, incorporated, company or limited, or an abbreviation thereof, provided however, that if the word "company" or its abbreviation is used it shall not be immediately preceded by the word "and" or by an abbreviation or symbol thereof. A corporate name must be distinguishable upon the records of the Secretary of State from any other formally organized entity, such as corporations, limited liability companies, limited partnerships and limited liability partnerships. It is advised that you contact the Secretary of State to check for name availability before filing.
2. Article 2 - Enter the number of shares the corporation will be authorized to issue. There must be at least 1 share authorized in a general business corporation.
3. Article 3 - Enter the name and street address of the registered agent of the corporation. A registered agent is the person designated to receive service of process upon litigation. This person must be located in Idaho at a street address.
4. Article 4 - Enter the name(s) and address(es) of at least 1 incorporator.
5. Article 5 - Enter the mailing address that you would like future reports mailed to.
6. The minimum information required by law is that in Articles 1 through 4. Other permissible provisions may be added in the area for optional articles and may be continued on attached sheets if necessary. You may draft your own articles of incorporation if desired.
7. The articles of incorporation must be signed by at least 1 incorporator listed in article 4. Please identify the name of the signer by typing his/her name below the signature.
8. Enclose the appropriate fee:
  - a. If the application is typed, the fee is \$100.00.
  - b. If the application is not typed, the fee is \$120.00.
  - c. If expedited service is requested, add \$20.00 to the filing fee.
  - d. If the fees are to be paid from the filing party's pre-paid customer account, conspicuously indicate the customer account number in the cover letter or transmittal document.

Pursuant to Idaho Code § 67-910(6), the Secretary of State's Office may delete a business entity filing from our database if payment for the filing is not completed.

9. Mail or deliver to:

Office of the Secretary of State  
700 West Jefferson  
PO Box 83720  
Boise ID 83720-0080  
(208) 334-2301

10. If you have questions or need help, call the Secretary of State's office at (208) 334-2301.