

District of Columbia Government

Corporations Division

Instruction Sheet for Articles of Incorporation for Domestic Nonprofit Corporation Form DNP-1, Ver. 5, October 2022

Use this instruction to draft articles of incorporation for your corporation; or use the Articles of Incorporation on page 2. This will establish your Nonprofit Corporation in the District of Columbia.

| This will establish your Norpholit Corporation in the District of Columbia. | | |
|---|--|--|
| ENTITY TYPE / AUTHORITY | FILING FEE | |
| Domestic Nonprofit Corporation: § 29–402.02. § 29-102.01 | Refer to Corporate Fee Schedule posted online. | |

The following information is required for articles of incorporation.

- 1. Corporation name.
- State whether the corporation will have members.
- 3. Registered Agent's name and address in the District Columbia.
- 4. State that the corporation is incorporated as a nonprofit corporation under Title 29 Chapter 4.
- 5. State the names, residence and business addresses of each person (director and member and officer) whose aggregate share of direct or indirect, legal or beneficial ownership of a governance or total distributional interest of the entity:
 - (A) Exceeds 10 percent; or
 - (B) Does not exceed 10 percent; provided, that the person:
 - (i) Controls the financial or operational decisions of such entity; or
 - (ii) Has the ability to direct the day-to-day operations of such entity.
- Miscellaneous provisions.
- 7. Incorporator name and address; each Incorporator must sign and date the articles.

The following information is not required for articles of incorporation but may be included. (use miscellaneous provision section)

- (1) Provisions creating one or more designated bodies;
- (2) The names of the initial members of a designated body;
- (3) Provisions not inconsistent with law regarding:
- (A) The purpose or purposes for which the nonprofit corporation is organized;
- (B) Managing the business and regulating the affairs of the corporation;
- (C) Defining, limiting, and regulating the powers of the corporation, its board of directors, any designated body, and the members, if any;
- (D) The characteristics, qualifications, rights, limitations, and obligations attaching to each or any class of members; or
- (E) The distribution of assets on dissolution;
- (4) A provision permitting or making obligatory indemnification of a director for liability, as defined in § 29-406.50, to any person for any action taken, or any failure to take any action, as a director;
- (5) Provisions required if the corporation is to be exempt from taxation under federal, state, or local law.

Mail all forms and required payment to:

Phone: (202) 442-4432

Department of Licensing and Consumer Protection Corporations Division PO Box 92300 Washington, DC 20090 Many corporate filings are available online.

Go to our CorpOnline site at https://corponline.dlcp.dc.gov and sign in with Access DC to proceed.

Online filings are paid by credit card.



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| | ons acting as the inc zations Act) adopt th | | porators under the provisions of the Title 29 of D.C. Code s of Incorporation: |
|----------------------|--|-------------------------|---|
| . Corporation Na | me | · · | · |
| | | | |
| | | | |
| 2. The corporation | n will have members | | |
| | Yes | No | |
| B. Registered Age | ent's name and addres | s in the District Colu | umbia |
| | | | |
| . The corporation | is incorporated as a non | profit corporation unde | r D.C. Code Title 29 Chapter 4. |
| | | | r and director and officer) that has control over this corporation |
| review instruction s | sheet for more informa | uon) | |
| | | | |
| | | | |
| | | | |
| 6. Miscellaneous | Provisions (may attac | n statement) | |
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| | | | |
| If you sigr | | | kes a false statement can be punished by criminal penalties to 180 days, or both, under DCOC § 22-2405; |
| . Incorporators Na | | o, imprisormont up t | 7A. Incorporators Signature and Date |
| | | | |
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