



**COMMONWEALTH OF KENTUCKY**  
**MICHAEL G. ADAMS, SECRETARY OF STATE**

**Division of Business Filings**  
**Business Filings**  
P.O. Box 718,  
Frankfort, KY 40602  
(502) 564-3490

**Articles of Incorporation**  
**Non-profit Corporation**

**NAI**

**Please note:** This form does not automatically confer tax-exempt status. For additional information, contact the Internal Revenue Service prior to filing the Articles of Incorporation.

Pursuant to KRS 14A and KRS 273, the undersigned hereby forms a nonprofit corporation and for that purpose sets forth the following:

Article I: The name of the corporation is \_\_\_\_\_.

Article II: The purpose for which the corporation is organized is \_\_\_\_\_.

Article III: The name of the registered agent is \_\_\_\_\_.

and the street address of the corporation's initial registered office in Kentucky is \_\_\_\_\_.

Street Address (No Post Office Box Numbers)	City	State	Zip Code
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Article IV: The mailing address of the corporation's principal office is \_\_\_\_\_.

Street or P.O. Box Number	City	State	Zip Code
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Article V: The number of directors (minimum of three (3) required) constituting the initial board of directors is \_\_\_\_\_.

The names and mailing addresses of the persons who are to serve as the initial board of directors are as follows:

Name	Street or P.O. Box Number	City	State	Zip Code
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Name	Street or P.O. Box Number	City	State	Zip Code
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Name	Street or P.O. Box Number	City	State	Zip Code
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Article VI: The name and mailing address of the incorporator is \_\_\_\_\_.

Name	Street Address or P.O. Box Number	City	State	Zip Code
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Name	Street Address or P.O. Box Number	City	State	Zip Code
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(Additional articles not inconsistent with law may be stated in the space below or additional pages may be attached and incorporated by reference.)

☐ If checked, this is a veteran-owned business as defined by KRS 14A.1-070(45) (Include copies of DD-214 forms or active duty military IDs of all prospective veteran-owners with redactions to remove social security numbers, dates of birth, and home addresses. Note: DD-214s and military ID images will not be available for public view and will be destroyed after verification by the Secretary of State).

Check, if applicable: ☐ This entity is a retailer of authorized nicotine vapor products as defined by KRS 438.305(2).

I/We declare under penalty of perjury under the laws of the state of Kentucky that the foregoing is true and correct.

Date	Signature of Incorporator	Print Name & Title
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I, \_\_\_\_\_, consent to serve as the registered agent on behalf of the corporation.

**Print Name of Registered Agent**

Signature of Registered Agent	Print Name & Title	Date
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**FILING INSTRUCTIONS  
NON-PROFIT ARTICLES OF INCORPORATION**

**NAME**

The corporate name must contain the word "corporation," "incorporated," or the abbreviation: "Inc," or the word "corporation" or the abbreviation "Co.," but if the word "corporation" or the abbreviation "CO." is used it may not immediately proceeded by the word "and" or the abbreviation "&." A corporation name must be distinguishable upon the records of the Office of the Secretary of State from any other name on record with the Office of the Secretary of State.

**PURPOSE**

Corporations may be organized under KRS 273.161 to 273.390 for any lawful purpose or purposes, including, without being limited to charitable benevolent; eleemosynary; educational; civic; patriotic; political; governmental; religious; social; recreational; fraternal; literary; cultural; athletic; scientific; agricultural; horticultural; animal husbandry; and professional, commercial, industrial or trade association; but labor unions, cooperative incorporations and incorporations subject to any of the provisions of the insurance laws or banking laws of this state may not be organized under KRS 273.161 to 273.390.

**REGISTERED AGENT AND REGISTERED OFFICE**

Each business entity must appoint and continuously maintain a registered agent to receive legal service of process (i.e., a lawsuit), who shall be an individual resident of Kentucky, a Kentucky entity, or a foreign entity authorized to transact business in Kentucky. The registered office address shall be the street address in Kentucky where the registered agent is located.

**CONSENT OF REGISTERED AGENT**

The registered agent shall give written consent to accept the appointment by signing this document or an attachment. If the registered agent is an entity or foreign entity, a signature of the individual authorized to accept the appointment on behalf of the registered agent is required.

**PRINCIPAL OFFICE ADDRESS**

The principal office is the office (in or out of this state) so designated in writing with the Office of the Secretary of State where the principal designated office of the business entity is located. This address is where all correspondence from the Office of the Secretary of State (See Document Delivery) will be mailed.

**DOCUMENT DELIVERY**

A file stamped postcard will be sent to the principal office address. If the applicant wishes for the document to be sent to an alternate address other than the principal office, a request must be submitted in writing affirming that request. Alternate address requests must be submitted with each document filed with the Office of the Secretary of State.

**DELAYED EFFECTIVE DATE AND TIME**

The document will be effective on the date and time of filing.

**ADDITIONAL ARTICLES OF INCORPORATION OR NEED TO MODIFY THE EXISTING FORM**

Additional space is provided for the inclusion of any additional (non-mandatory) articles. Any additional articles shall be consecutive and begin with Article VII.

**BOARD OF DIRECTORS**

The number of directors of a non-profit corporation shall not be less than 3. The directors constituting the first board of directors shall be named in the articles of incorporation and shall hold office until the first annual election of directors.

**VETERAN**

Means any person who served in the United States Armed Forces, Reserves, or National Guard and was separated or released therefrom with an honorable discharge, discharge under honorable conditions, or general discharge under honorable conditions or any person who currently serves in the United States Armed Forces, Reserves, or National Guard.

**VETERAN-OWNED BUSINESS**

KRS 14A.1-070(45) defines a veteran-owned business as one that is at least 51% unconditionally owned by one or more veterans, or in the case of a publicly-owned business, at least 51% of the stock is unconditionally owned by one or more veterans or a nonprofit business which is at least fifty-one percent (51%) unconditionally managed by one (1) or more veterans. KRS 14A.2-165 states that the fee for this filing is waived if the business is veteran-owned.

**AUTHORIZED NICOTINE VAPOR PRODUCT**

Carefully review KRS 438.305(2) to determine whether this disclosure is applicable

**REQUIREMENTS FOR DOCUMENTS TO BE PROPERLY FILED**

The documents must be signed by an incorporator.

**FILING FEE**

The filing fee for Articles of Incorporation for a non-profit corporation is \$8.00. Your check should be made payable to the "Kentucky State Treasurer."

**MAILING ADDRESS**

Michael Adams  
Office of the Secretary of State  
P.O. Box 718  
Frankfort, KY 40602-0718

**OFFICE LOCATION**

Room 152, Capitol Building  
700 Capital Avenue  
Frankfort, KY 40601  
Hours of Operation: 8:00 AM-4:30 PM ET

**CONTACT INFORMATION AND NAME AVAILABILITY**

If you have any questions, need additional forms or wish to search for name availability, please feel free to visit our website at [www.sos.ky.gov](http://www.sos.ky.gov) or call 502-564-3490.

**FUTURE DOCUMENTATION REQUIREMENTS AND DEADLINES:** The non-profit corporation must file an **annual report** with the Office of the Secretary of State between January 1 and June 30 of the year following the calendar year in which the corporation was formed. Subsequent annual reports must be filed with the Office of the Secretary of State between January 1 and June 30 of the following calendar years. A **statement of change** of the registered agent and/or registered office address or principal office address must be filed with the Office of the Secretary of State whenever a change has occurred involving any of the above categories. You may file your statement of change or annual report online at [www.sos.ky.gov](http://www.sos.ky.gov).