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Oklahoma articles of organization template

Articles of Organization (sometimes called Certificates of Organization or Certificates of Formation) are the document by which limited liability companies, known as LLCs, are established, state by state. In order to begin any official business in any state, the organizers of an L.L.C. must let the local government of that state know that they plan to do business there. Many small- to medium-sized business opt to form limited liability companies. Sometimes, even one-person businesses choose to form limited liability companies to protect their assets in a certain way. Every state has different requirements for the contents of the Articles of Organization and most states also have unique filing requirements that must be met to properly establish a new LLC. The Articles of Organization is not generally a very complicated document. There doesn't need to be too much information already established about how the L.L.C. will plan to do business. The only real requirements for Articles of Organization across most states are that the document sets out basic information about the new LLC like the LLC's name, address, registered agent, and structure. Articles of Organization do vary immensely across states, however, so make sure the correct state of business is chosen for the new L.L.C. How to use this document This document can be used once organizers have decided to form a Limited Liability Company. These Articles of Organization will help compile all the information needed in whichever specific state the L.L.C. will be formed. Be aware, however, that some states have extra requirements for their Articles of Organization filing, such as the accompaniment of a cover letter or an extra consent form. This means that while this document will be what is needed for the actual Articles of Organization, additional documents may be required to complete the formation of the LLC, which are not provided here. Before attempting to complete any filing for the Articles of Organization, check the requirements of the specific state where the L.L.C. will primarily do business. In this document, the identifying details of the LLC will be entered, such as name and address. Then, there will be a choice as to whether the LLC will be a professional LLC, made up of members who are subject to professional regulations in their careers (like physicians or attorneys). If the LLC is a Professional LLC (also sometimes called just a PLLC), the structure of the document may change a bit to ensure that it continues meeting all necessary requirements. When this document is filled out, the requirements for signature will be dependant upon the state. No matter what, it will need to be sent in its completed form to the state government where the LLC is being formed. Applicable law Articles of Organization are subject to the laws of individual states. There is no one federal law covering the requirements for Articles of Organization. This is because each individual state governs the businesses formed within that state. How to modify the template You fill out a form. The document is created before your eyes as you respond to the questions. At the end, you receive it in Word and PDF formats for free. You can modify it and reuse it. Certificate of Formation State of Alabama Limited Liability Company Pursuant to Section 10A-5A-2.01 of the Code of Alabama 1975: Article I - NAME The name of the Professional Limited Liability Company is as follows: _____. Article II - TYPE The entity being formed is a Professional Limited Liability Company. Article III - DOCUMENT FILING This form was prepared by: _____. Article IV - REGISTERED AGENT INFORMATION The name and address of the registered agent are as follows: _____. The street address and the mailing address of the registered agent are the same. Article V - STRUCTURE The undersigned certifies that there is at least one member of the Limited Liability Company. Article VI - PROFESSIONAL LLC STATEMENT The Limited Liability company being formed is a Professional LLC complying with Title 10A, Chapter 5A, Article 8. Article VII - SERIES The Limited Liability company being formed is a Series LLC complying with Title 10A, Chapter 5A, Article 11. Article VIII - EFFECTIVE DATE The effective date of this Certificate of Formation will be the date this document is filed with the Office of the Judge of Probate in the following county: _____. EXECUTION Signature of organizer: _____ Printed name of organizer: _____ Title of organizer: _____ Date: _____ At minimum, you'll need your LLC's name, registered agent, principal address and organizer signature. Some states have additional specific requirements, such as information about management and members. Our comprehensive LLC Articles of Organization template covers these topics and more: Article 1: Name Your business name typically needs to include "LLC," "L.L.C.," or "Limited Liability Company. To make sure your name isn't already being used in your state, you can do a business name search to check for availability. Article 2: Principal and Mailing Address Your principal address is your official business address. A street address is typically required. You can add a mailing address as well, which can be a PO Box. Article 3: Registered Agent In this section, you'll list your registered agent and registered office. A registered agent accepts legal notifications, such as court summons, on behalf of your LLC. Your registered office is the street address in your state where the agent is available during regular business hours. Don't have that kind of time (or don't want to list your personal info here)? Many businesses opt to hire a registered agent service like Northwest. Article 4: Statement of Acceptance by Registered Agent Some states require registered agents to acknowledge their appointment with a signed statement. This ensures no one is appointed without their knowledge. The statement also assures the state that someone is actively taking responsibility for the registered agent role. Article 5: Duration Duration is how long your LLC will exist. Most LLCs are perpetual, meaning they continue until they are dissolved. Article 6: Management Your LLC can be managed either by its members or managers. If the members run the day-to-day operations, your LLC is "member-managed." If the LLC hires or appoints one or more managers to run the business, the LLC is "manager-managed." Article 7: Members Members are the owners of the LLC. You can list the names and addresses of the members here. Note that not all states require LLC member information in the Articles of Organization. Article 8: Initial Contribution Initial capital contributions are how members "buy in" to the LLC. Members contribute cash or assets in exchange for their ownership interest. While this information is commonly documented in the LLC operating agreement, you can write in initial contributions here. Article 9: Purpose Your business purpose is what your LLC plans to actually do as a business. In some states, it's sufficient to have a general purpose ("to conduct any and all lawful business"), but other states require you to list a specific business activity ("motorcycle repair and maintenance"). Article 10: Liability Limited liability is one of the most important benefits of an LLC. This section provides a statement to affirm that members and managers are not personally liable for debts and obligations of the business. Article 11: Organizer The organizer signs and submits the Articles of Organization. The organizer can be a member or manager, or someone else you authorize to complete this paperwork. If you hire Northwest to form your LLC, we'll be your organizer. Are LLC Formation Requirements the Same in Each State? No. Each state decides on their own procedures and requirements for forming an LLC. So, starting an LLC in New Jersey is going to be a little different than starting an LLC in neighboring New York. All states charge a fee for filing. To ensure you provide all the necessary information, most states have their own Articles of Organization form you can download from the state agency's website. You can also find these forms, as well as state filing fees, on our individual state LLC pages (just select your state from the drop down on our "LLC Guide" page). Our LLC Articles of Organization template, however, will meet the general requirements of most states. Do I Need to File Articles of Organization with Other Forms? Sometimes—it depends on the state. For instance, Pennsylvania requires a docketing statement, and Nevada requires multiple additional forms, including an Initial List of Managers or Managing Members. Again, you can visit our individual LLC pages via our LLC Guide to learn about specific state requirements. Or better yet, let us do the heavy lifting and hire us to form your LLC for you.

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