



**DEPARTMENT OF CONSUMER & REGULATORY AFFAIRS**  
**District of Columbia Government**  
**Corporations Division**

**Instruction Sheet for Articles of Incorporation for Domestic Nonprofit Corporation**  
**Form DNP-1, Version 2, January 2012.**

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

| ENTITY TYPE                    | FILING FEE                                     |
|--------------------------------|--|
| Domestic Nonprofit Corporation | Refer to Corporate Fee Schedule posted online. |

The following information is required for articles of incorporation.

1. Corporation name.
2. State whether the corporation will have members.
3. State that the corporation is incorporated as a nonprofit corporation under Title 29 Chapter 4.
4. Registered Agent's name and address in the District Columbia. (review Registered Agent Combined Form for more information)
5. Incorporators names 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) The names of the individuals who are to serve as the initial directors;
- (2) Provisions creating one or more designated bodies;
- (3) The names of the initial members of a designated body;
- (4) The names of the initial members, if any;
- (5) 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;
- (6) The characteristics, qualifications, rights, limitations, and obligations attaching to each or any class of members; or
- (E) The distribution of assets on dissolution;
- (7) 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;
- (8) Provisions required if the corporation is to be exempt from taxation under federal, state, or local law.

**Mail all forms and required payment to:**

Department of Consumer and Regulatory Affairs  
Corporations Division  
PO Box 92300  
Washington, DC 20090  
**Phone: (202) 442-4400**

**Corporate Online Services Information:**

Many corporate filings are available by using CorpOnline Service. Go to CorpOnline site at <https://corp.dcr.dc.gov>, create the profile, access the online services main page and proceed. Online filers must pay by using the credit card.

Please check [dcra.dc.gov](http://dcra.dc.gov) to view organizations required to register, to search business names, to get step-by-step guidelines to register an organization, to search registered organizations, and to download forms and documents. Just click on "Corporate Registrations."



**DEPARTMENT OF CONSUMER & REGULATORY AFFAIRS**  
**District of Columbia Government**  
**Corporations Division**

**Articles of Incorporation of Domestic Nonprofit Corporation**  
**Form DNP-1, Version 3, January 2012.**

**One or more persons acting as the incorporator or incorporators under the provisions of the Title 29 of D.C. Code (Business Organizations Act) adopt the following Articles of Incorporation:**

|   |                                       |
|---|---------------------------------------|
| 1. Corporation Name.  |                                       |
| 2. The corporation will have members.<br><br>Yes                                      No  |                                       |
| 3. Registered Agent's name and address in the District Columbia.  |                                       |
| 4. The corporation is incorporated as a nonprofit corporation under D.C. Code Title 29 Chapter 4.   |                                       |
| 5. Miscellaneous Provisions. (may attach the statement)   |                                       |
| If you sign this form you agree that anyone who makes a false statement can be punished by criminal penalties of a fine up to \$1000, imprisonment up to 180 days, or both, under DCOC § 22-2405; |                                       |
| 6. Incorporators Name & Address.  | 6A. Incorporators Signature and Date. |
| 7. Incorporators Name & Address.  | 7A. Incorporators Signature and Date. |

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| <b>Mail all forms and required payment to:</b><br>Department of Consumer and Regulatory Affairs<br>Corporations Division<br>PO Box 92300<br>Washington, DC 20090<br><b>Phone: (202) 442-4400</b> | <b>Corporate Online Services Information:</b><br>Many corporate filings are available by using CorpOnline Service.<br>Go to CorpOnline site at <a href="https://corp.dkra.dc.gov">https://corp.dkra.dc.gov</a> , create the profile,<br>access the online services main page and proceed. Online filers must pay by<br>using the credit card. |
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