

Profit Corporation Instructions



Wyoming Secretary of State ♦ 2020 Carey Avenue, Suite 700 ♦ Cheyenne, WY 82002-0020

307.777.7311 ♦ Business@wyo.gov

<http://soswy.state.wy.us>

Before Filing Please Note

- One **originally signed** Articles of Incorporation and one **originally signed** Consent to Appointment by Registered Agent form must be submitted.
- The Articles of Incorporation must be in compliance with Wyoming Statutes 17-16-101 through Wyoming Statutes 17-16-1804.
- Filing fee of \$100.00.** Make check or money order payable to Wyoming Secretary of State.
- Please provide at least one e-mail address in the Articles of Incorporation. The provided e-mail address is used *only* to send you a certificate of evidence and annual report reminders.
- Annual reports are due every year** on the first day of the anniversary month of formation. If not paid within 60 days of the due date the entity will be subject to dissolution.



You're Ready to Mail in Your Documents!

- ♦ **Typical processing time is 3-5 business days** following the date of receipt in our office.
- ♦ Wyoming statutes do not allow for expedited filing at this time. Your filing will be processed in the order it is received.
- ♦ You can visit our website at <http://wyobiz.wy.gov> to see what day is currently being processed.

Additional Contact Information

- ♦ **Department of Revenue** (Sales and Use Tax Information)
 - Ph. 307.777.5200 OR <https://revenue.state.wy.us/>
- ♦ **Wyoming Business Council** (Licensing or Permit Information)
 - Ph. 307.777.2843 OR <http://www.wyomingbusiness.org/>
- ♦ **Department of Workforce Services** (Workers' Compensation or Unemployment Insurance)
 - Ph. 307.777.8650 OR <http://www.wyomingworkforce.org/>
- ♦ **Internal Revenue Service** (Tax ID Information)
 - <https://www.irs.gov/Filing>



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Cheyenne, WY 82002-0020
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Fax 307.777.5339
Email: Business@wyo.gov

For Office Use Only

**Profit Corporation
Articles of Incorporation**

1. Corporation name:

2. This entity elects to be a statutory close corporation:

(You may refer to the Close Statutory Close Corporation Supplement for more information W.S. 17-17-101 through 17-17-151.)

3. Name and physical address of its registered agent:

*(The registered agent may be an individual resident in Wyoming or a domestic or foreign business entity authorized to transact business in Wyoming. **The registered agent must have a physical address in Wyoming.** If the registered office includes a suite number, it must be included in the registered office address. A Drop Box is not acceptable. A PO Box is acceptable if listed **in addition to a physical address.**)*

Name:

Address:

*(If mail is received at a Post Office Box, please list above **in addition to the physical address.**)*

4. Mailing address of the corporation:

5. Principal office address:

6. Number and class of shares the corporation will have the authority to issue:

7. Name and address of each incorporator:

Name:

Address:

8. Execution *(all incorporators must sign)*:

Signature: _____

Date:

(mm/dd/yyyy)

Print Name:

Signature: _____

Date:

(mm/dd/yyyy)

Print Name:

Signature: _____

Date:

(mm/dd/yyyy)

Print Name:

Contact Person:

Daytime Phone Number:

Email:

(Email provided will receive annual report reminders and filing evidence)

**May list multiple email addresses*

