


**PENNSYLVANIA DEPARTMENT OF STATE  
BUREAU OF CORPORATIONS AND CHARITABLE ORGANIZATIONS**

<input type="checkbox"/> <b>Return document by mail to:</b> <hr/> Name <hr/> Address <hr/> City <span style="margin-left: 100px;">State</span> <span style="margin-left: 100px;">Zip Code</span> <input type="checkbox"/> <b>Return document by email to:</b> _____	Foreign Registration Statement DSCB:15-412 (rev. 2/2017)   412
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Read all instructions prior to completing. This form may be submitted online at <https://www.corporations.pa.gov/>.

Fee: \$250  I qualify for a veteran/reservist-owned small business fee exemption (see instructions)

In compliance with the requirements of the applicable provisions of 15 Pa.C.S. § 412 (relating to foreign registration statement), the undersigned foreign association hereby states that:

**1.** The type of association is (check only one):

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Business Corporation      | <input type="checkbox"/> Limited Partnership                     | <input type="checkbox"/> Business Trust           |
| <input type="checkbox"/> Nonprofit Corporation     | <input type="checkbox"/> Limited Liability (General) Partnership | <input type="checkbox"/> Professional Association |
| <input type="checkbox"/> Limited Liability Company | <input type="checkbox"/> Limited Liability Limited Partnership   |   |

**2.** The full and proper name of the foreign association as registered in its jurisdiction of formation is:

**2A.** If the name in 2 does not contain a required designator **or** if the name in 2 is not available for use in the Commonwealth, the alternate name under which the association is registering in this Commonwealth is:

**3.** The jurisdiction of formation is: \_\_\_\_\_

**4.** The street and mailing address of the association's principal office.

\_\_\_\_\_  
 Number and street City State Zip

**4A.** The street and mailing address of the office, if any, required to be maintained by the law of the association's jurisdiction of formation in that jurisdiction:

\_\_\_\_\_  
 Number and street City State Zip

5. The (a) address of the association’s proposed registered office in this Commonwealth or (b) name of its Commercial Registered Office Provider and the county of venue is:

Complete part (a) **OR** (b) – not both:

(a) \_\_\_\_\_  
Number and street City State Zip County  
**OR**

(b) c/o: \_\_\_\_\_  
Name of Commercial Registered Office Provider County

6. Check one of the following:

- The association may not have series.
- The association may have one or more series.

7. Effective date of registration of foreign association (check, and if appropriate complete, one of the following):

- The Foreign Registration Statement shall be effective upon filing in the Department of State.
- The Foreign Registration Statement shall be effective on: \_\_\_\_\_ at \_\_\_\_\_.  
Date (MM/DD/YYYY) Hour (if any)

8. To be completed by **Limited Liability Companies only**. Check, and if appropriate complete, one of the following:

- The association is a limited liability company which is not organized to render any of the below professional service(s).
- The association is a restricted professional limited liability company organized to render one or more of the following professional service(s): (If this box is checked, one or more of the fields below must be checked.)

<input type="checkbox"/> Chiropractic	<input type="checkbox"/> Dentistry	<input type="checkbox"/> Law	<input type="checkbox"/> Medicine and surgery
<input type="checkbox"/> Optometry	<input type="checkbox"/> Osteopathic medicine and surgery	<input type="checkbox"/> Podiatric medicine	<input type="checkbox"/> Public accounting
<input type="checkbox"/> Psychology	<input type="checkbox"/> Veterinary medicine		

IN TESTIMONY WHEREOF, the undersigned association has caused this Foreign Registration Statement to be signed by a duly authorized representative thereof this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Name of Association

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

**Pennsylvania Department of State**  
**Bureau of Corporations and Charitable Organizations**  
**P.O. Box 8722**  
**Harrisburg, PA 17105-8722**  
**(717) 787-1057**  
**Website: [www.dos.pa.gov/corps](http://www.dos.pa.gov/corps)**

## General Information

Typewritten is preferred. If handwritten, the form must be legible and completed in black or blue-black ink in order to permit reproduction.

The nonrefundable filing fee for this form is \$250. Checks should be made payable to the Department of State. Checks must contain a commercially pre-printed name and address. Filers requesting a veteran/reservist-owned small business fee exemption should attach proof of the veteran's or reservist's status to the Foreign Registration Statement form when submitted. For more information on the fee exemption, see [Fees and Payments](#).

This form and all accompanying documents shall be mailed to the address stated above.

A foreign corporation (both business and nonprofit corporation) is required by 15 Pa.C.S. § 4124 or by 15 Pa.C.S. § 6124 (relating to advertisement) to advertise its intention to register or its registration to do business in Pennsylvania. Proofs of publication of such advertising should not be submitted to, and will not be filed in, the Department, but should be filed with the minutes of the corporation.

### Who should file this form?

Foreign filing associations are corporations for profit, corporations not-for-profit, limited partnerships, limited liability companies, professional associations and business or statutory trusts that were not created or formed under the laws of Pennsylvania. Foreign filing associations and foreign limited liability partnerships desiring to do business in this Commonwealth must register with the Department of State by filing this form. A foreign filing association or foreign limited liability partnership may not do business in this Commonwealth until it registers with the Department. See 15 Pa.C.S. § 403 for activities that do not constitute doing business in this Commonwealth. It is up to the association to determine whether its activities require it to register with the Department of State.

### Applicable Law

For foreign associations, in general, 15 Pa.C.S. §§ 102; 401-419; for registration statement, 15 Pa.C.S. § 412; for names, 15 Pa.C.S. § 414 and §§ 201-209. Statutes are available on the Pennsylvania General Assembly website, [www.legis.state.pa.us](http://www.legis.state.pa.us), by following the link for Statutes.

### Association Name Requirements

Generally, the name of an association may not be the same as the name of another association which is already on the records of the Department of State. Depending on the type of association, certain designators must be used in the association

name. The minimum requirements for association names can be found at 15 Pa.C.S. §§ 201-209. Provisions relating to foreign association names are at 15 Pa.C.S. § 206 and § 414.

### Designators:

Designators are the words or abbreviations used at the end of the association name which designate the type of association. Minimum designator requirements are:

**Business corporations** – The name of a domestic or registered foreign business corporation must contain:

- (1) the word “corporation,” “company,” “incorporated” or “limited” or an abbreviation of any of these terms;
- (2) the word “association,” “fund” or “syndicate”; or
- (3) words or abbreviations of like import used in a jurisdiction other than this Commonwealth.

The name of a business corporation may not contain the term “limited liability company” or an abbreviation of that term.

**Professional corporations** – The provisions of § 203(a) (relating to requirements for business corporation names) shall not prohibit the use of a name of a professional corporation if the name contains and is restricted to the name or the last name of one or more of the present, prospective or former shareholders or of individuals who were associated with a predecessor or whose individual name or names appeared in the name of the predecessor. The name of a professional corporation may contain the term “Professional Corporation” or “P.C.,” in place of a business corporation designator. The name of a professional corporation may contain the word “associates” but this is not considered an association designator.

**Nonprofit corporations** – The name of a domestic nonprofit corporation or registered foreign corporation not-for-profit may (but is not required to) contain:

- (1) the word “corporation,” “company,” “incorporated” or “limited” or an abbreviation of any of these terms;
- (2) the word “association,” “fund” or “syndicate”; or
- (3) words or abbreviations of like import used in a jurisdiction other than this Commonwealth.

**Limited liability companies** – The name of a domestic limited liability company or registered foreign limited liability company must contain:

- (1) the term “company,” “limited” or “limited liability company” or an abbreviation of one of those terms, or
- (2) words or abbreviations of like import used in a jurisdiction other than this Commonwealth.

The name of a limited liability company may not contain any words implying that it is a business corporation, such as

“corporation” or “incorporated” or an abbreviation of these terms.

**Limited liability partnerships** – The name of a domestic limited liability partnership or registered foreign limited liability partnership must contain:

- (1) the term “company,” “limited” or “limited liability partnership” or an abbreviation of one of those terms, or
- (2) words or abbreviations of like import used in a jurisdiction other than this Commonwealth.

**Limited partnerships** – The name of a domestic limited partnership or registered foreign limited partnership is not required to contain a word or abbreviation indicating that it is a limited partnership and may contain the name of a partner. *However*, if the limited partnership is a limited liability limited partnership, the name must contain:

- (1) the term “company,” “limited” or “limited liability limited partnership” or an abbreviation of one of those terms, or
- (2) words or abbreviations of like import.

**Business trusts** –The proper name of a domestic business trust or registered foreign business trust is not required to contain a word or abbreviation indicating that it is a business trust.

#### **Restricted word and/or approvals:**

Association names may not contain words, phrases or abbreviations prohibited or restricted by statute or regulation, unless in compliance with the restriction, generally with the consent or approval of a government agency, board or commission. These may include certain professional and occupational boards or commissions of the Bureau of Professional and Occupational Affairs, the Department of Education, the Department of Banking and Securities, the Insurance Department or the Public Utility Commission. There are also words and abbreviations that may be restricted, prohibited, or may be permitted in certain instances as provided in various federal statutes, Attorney General opinions and Bureau regulations.

#### **Attachments**

The following, in addition to the filing fee, shall accompany this form:

- (1) One copy of a completed form DSCB: 15-134A (Docketing Statement) for foreign corporations, business trusts and limited liability companies only.
- (2) Any *necessary* copies of form DSCB: 19-17.2 (Consent to Appropriation of Name). If Consent cannot be obtained, the association may adopt, for the purpose of doing business in this Commonwealth, an alternate name as indicated in Instruction 2A.
- (3) Any *necessary* governmental approvals.

## **Form Instructions**

Enter the name and mailing address to which any correspondence regarding this filing should be sent. This field must be completed for the Bureau to return the filing. If the

filing is to be returned by email, an email address must be provided. An email will be sent to address provided, containing a link and instructions on how a copy of the filed document or correspondence may be downloaded. Any email or mailing addresses provided on this form will become part of the filed document and therefore public record.

**1.** Select the type of association. Only one option may be selected. **This field is required.**

**2.** Give the exact name of the association in its jurisdiction of formation. This should include the exact spelling, punctuation and any identifier such as “Inc.,” “LLC” or “Limited.” Jurisdiction of Formation means the state or country of incorporation or domestic registration. For the purposes of this form, the jurisdiction of formation may not be Pennsylvania. **This field is required.**

#### **2A.** Alternate name:

A foreign association *must* register under its proper name under the laws of its jurisdiction of formation if that name satisfies the requirements of 15 Pa.C.S. §§ 201-209. If the proper name is unavailable because it is not distinguishable on the records of the Department of State from a name already in use, reserved or registered or if the name does not comply with 15 Pa. C.S. §§ 201-209 (relating to names), the foreign association must adopt an alternate name for use in Pennsylvania that complies with 15 Pa. C.S. §§ 201-209 and set forth the resulting name in Paragraph 2A.

An acceptable association identifier must be part of the association name. For foreign association name requirements, see 15 Pa.C.S. § 412 and § 414. Where the name of the foreign association does not comply with 15 Pa.C.S. §§ 201-209 (relating to names), the foreign association must adopt an alternate name that complies with 15 Pa.C.S. §§ 201-209 for use in Pennsylvania. If applicable, enter the name for use in Pennsylvania in 2A. A.

After registering to do business in this Commonwealth under an alternate name, a foreign association shall do business in this Commonwealth under any of the following:

- (1) The alternate name.
- (2) Its proper name under the law of its jurisdiction of formation, with the addition of the name of its jurisdiction of formation.
- (3) A name the foreign association is authorized to use under 54 Pa.C.S. Ch. 3 (relating to fictitious names).

If a foreign association adopts an alternate name in order to register to do business in Pennsylvania, the registered foreign association must use the alternate name in all subsequent documents delivered to the Department for filing.

**Field 2A is required *only if* the name in field 2 is unavailable because it is not distinguishable on the records of the Department of State from a name already in use, reserved or registered or if the name does not comply with 15 Pa. C.S. §§ 201-209 (relating to names).**

3. “Jurisdiction of formation” means the jurisdiction, other than Pennsylvania, whose law includes the governing statute of the registering association. **This field is required.**

4. The street and mailing address of the association’s principal office. This address may, but need not be in the jurisdiction of formation. **This field is required.**

4A. The street and mailing address of the association’s office which is required to be maintained in the jurisdiction of formation. **This field is required only if the association is required to maintain an office in the association’s jurisdiction of formation.** If the jurisdiction requires that an association have and maintain a registered office in that jurisdiction, such registered office address must be supplied in this field. If the registered office address is in care of a commercial registered office provider, the number and street of the commercial registered office provider should be provided.

5. This address must be in Pennsylvania. Give one of the following: the registered office address in the Commonwealth in (a) or the name of a Commercial Registered Office Provider (b) and the county of venue.

Listing a Commercial Registered Office Provider in lieu of providing a registered office address is an option for any association that does not have a physical location or mailing address in Pennsylvania. Prior to listing a Commercial Registered Office Provider address, the association should enter into a contract for the services of the Commercial Registered Office Provider.

Post office boxes are not acceptable for any address. Under 15 Pa.C.S. § 135(c) (relating to addresses), an actual street or rural route box number must be used as an address, and the Department of State is required to refuse to receive or file any document that sets forth only a post office box address. **This field is required.**

6. Check the appropriate statement as to whether or not the foreign association may have one or more series.

Associations of certain types are authorized by the law of some states to create series. Whether or not an association may have series is determined by the law of its jurisdiction of formation. Typically, the formation documents of a series association must specifically provide for one or more independent “series” or subsets, with members, managers, membership interests or assets that have separate rights, obligations and liabilities and business purposes from the general association. If series are properly created, a debt, obligation or liability associated with the property of a particular series is enforceable only against property of that series, and not against the property of the association generally or any other series thereof.

A series association formed under the laws of another jurisdiction will be treated as a single legal entity for

registration purposes. The foreign association itself, rather than the individual series, should register as the legal entity that is transacting business in Pennsylvania. If each or any series of the foreign association transacting business in Pennsylvania transacts business under a name other than the name of the registered foreign association, the foreign association must file an Application for Registration of Fictitious Name (DSCB:54-311). **This field is required.**

7. Any date specified as the effective date of the Foreign Registration Statement must be a future effective date (after the date and time of its delivery to the Department). A specified effective date may not be retroactive (prior to the date and time of the delivery of the Foreign Registration Statement to the Department). If a delayed effective date is specified, but no time is given, then the time used will be 12:01 a.m. on the date specified. If neither option for an effective date is checked, it will be presumed that no specified delayed effective date is intended and the document will be effective upon filing. **This field is required.**

8. If the association is not a restricted professional limited liability company organized to render any of the identified professional services, the first box must be checked. If the association is a restricted professional limited liability company organized to render any of the identified professional services, the second box must be checked and the appropriate professional service(s) must be checked. **A response to this field is required from limited liability companies only. All other associations should disregard this item.**

#### Signature and Verification

An authorized representative of the foreign association must sign the Foreign Registration Statement. Signing a document delivered to the Department for filing is an affirmation under the penalties provided in 18 Pa.C.S. § 4904 (relating to unsworn falsification to authorities) that the facts stated in the document are true in all material respects. **This field is required.**

**PENNSYLVANIA DEPARTMENT OF STATE  
BUREAU OF CORPORATIONS AND CHARITABLE ORGANIZATIONS**

Docketing Statement – New Entity  
DSCB:15-134A  
(rev. 2/2017)



**1. Entity Name:**

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In the case of a foreign association which must use an alternate name to register to do business in Pennsylvania, the alternate name should be given.

**2. Tax Responsible Party**

Name of individual responsible for initial tax reports: \_\_\_\_\_

Mailing address of individual responsible for initial tax reports:

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Number and street	City	State	Zip	County
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**3. Description of Business Activity:**

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**4. FEIN [Employer Identification Number/Federal Tax Identification Number]:** \_\_\_\_ - \_\_\_\_\_

FEIN enables agencies to confirm that Commonwealth accounts are properly matched and that this request is processed without added delay. If the business entity does not currently have an FEIN, it can get a FEIN immediately by applying online at <http://www.irs.gov/Businesses/Small-Businesses-&-Self-Employed/Employer-ID-Numbers-EINs>.

**5. FYE [Tax Year or Fiscal Year End]:** \_\_\_\_ / \_\_\_\_  
Month / Day

A fiscal year (FY) is a period that a company or government uses for accounting purposes and preparing financial statements. For tax purposes, the Internal Revenue Service (IRS) allows companies to be either calendar-year taxpayers or fiscal-year taxpayers. Supply month and day for intended tax year end, e.g. 1/31, 2/28, 3/31, 4/30, 5/31, 6/30, 7/31, 8/31, 9/30, 10/31, 11/30 or 12/31.