



THE STATE

of **ALASKA**

Department of Commerce, Community, and Economic Development
Division of Corporations, Business and Professional Licensing

Corporations Section

State Office Building, 333 Willoughby Avenue, 9th Floor

PO Box 110806, Juneau, AK 99811-0806

Phone: (907) 465-2550 ★ Fax: (907) 465-2974

Email: corporations@alaska.gov

Website: <http://commerce.alaska.gov/cbpl/corp>

STATEMENT OF CONVERSION

Specifically for

A Domestic (Alaskan) Entity

Converting to a Foreign (Non-Alaskan) Non-Profit Corporation

which will continue to conduct business in Alaska as

a qualified (on record with the division) Foreign Non-Profit Corporation

Under the Alaska Entity Transaction Act AS 10.55.401-10.55.406 and AS 10.20.485

- \$75.00 Filing Fee (non-refundable)**
\$25.00 Statement of Conversion (non-refundable)
\$50.00 Certificate of Authority (non-refundable)

INSTRUCTIONS FOR STATEMENT OF CONVERSION *(Please retain for your records):*

IMPORTANT:

This form is to be used only if the foreign (non-Alaskan) non-profit corporation (listed in Item # 2 on the Statement of Conversion) will continue to be doing business in Alaska.

If the converted foreign non-profit corporation will not be doing business in Alaska, then you must use form 08-588, Any Domestic (Alaskan) Entity Converting to an Unqualified Domestic (Alaskan) or Foreign (Non-Alaskan) Entity Not Conducting Business in Alaska.

NOTICE: The Statement of Conversion will not be filed if a biennial report is due. Please verify the following for the converting entity before completing the application:

- Is the qualified entity (on record with this division) in "Good Standing" status?
- Have all required biennial reports been filed?
- Are the officials on record correct, current and up to date? *(Used to verify signatures for this filing.)*
- Is the Registered Agent information on record correct, current and up to date?

To verify the above information you may search for the entity by going to the above website, click License Search and under Search License Data select Corporations.

- If there is a biennial report due, it may be filed online (for immediate posting) by selecting Biennial Reports on the above website.
- If the officials have changed and there is no biennial report due then please submit a Notice of Change of Officials located on the above website under Forms and Fees. Select the appropriate version based on your entity type.
- If the Registered Agent information needs to be updated please submit a Statement of Change located on the above website under Forms and Fees. Select the appropriate version based on your entity type.

Statement of Conversion: Domestic Entity Converting to a Foreign Non-Profit Corporation

WHAT IS A CONVERSION?

Conversion (when an entity changes/transforms from one type of entity into a different type of entity) means a transaction authorized by AS 10.55.401-10.55.406, with the exception of the entities excluded under AS 10.55.110. Under this:

- Any domestic (Alaskan) entity may convert to a foreign (non-Alaskan) non-profit corporation if the conversion is authorized by the law of the foreign jurisdiction.

NOTICE: The Statement of Conversion must be filed in conjunction with Certificate of Authority (attached to this form) for a foreign (non-Alaskan) Non-Profit Corporation and the applicable \$50.00 fee (which are already included in the above stated filing fees).

ITEM 1: Provide the name of the converting (changing from) domestic (Alaskan) entity name, the Alaska Entity # (if applicable), and type of entity (changing from).

ITEM 2: Provide the name of the converted (changing to) foreign (non-Alaskan) non-profit corporation (which will continue to conduct business in the State of Alaska after the conversion).

- A non-profit corporate name may contain the word "corporation," "company," "incorporated," or "limited," or an abbreviation of one of these words.
- The non-profit corporate name may not contain a word or phrase that indicates or implies that the corporation is organized for a purpose other than the purpose contained in its articles of incorporation.
- A non-profit corporate name must be distinguishable upon the record. To search the availability of the legal name of the non-profit corporation in the State of Alaska go to the above website, click License Search, and select Search Corporations Database.
- **NOTE:** The name of the non-profit corporation in Item #2 of the Statement of Conversion must match the name in Item #1 on the Certificate of Authority attached to this filing.

ITEM 3: (Optional) The future effective date of conversion, if different from date of filing, must be a specific future date and cannot exceed 90 days from date of filing. Future effective date (mm/dd/yyyy format).

ITEM 4: This statement is required by statute. Please read through and verify.

ITEM 5: The converted (changing to) entity is a foreign (non-Alaskan) non-profit corporation, which will continue to be conducting business in Alaska as a foreign non-profit corporation after the conversion, must complete the Certificate of Authority attached to this form.

ITEM 6: The Statement of Conversion must be signed on behalf of the converting (changing from) entity (listed in Item #1 on the Statement of Conversion) in the following manner:

- If the converting entity is a corporation, it must be signed by an officer of the corporation.
- If the converting entity is not a corporation, it must be signed by the person authorized by said entity.
- If the converting entity is in the hands of a receiver, trustee, or other court-appointed fiduciary, it must be signed by said fiduciary.

If the converting entity is currently on record with this division (has an AK Entity Number) and the signer is an official of the entity then the signer must be currently on record with this division.

Provide the printed name of the signer, the full title/capacity of the authorized signer, the name of the entity that the individual is representing, and signature of the individual authorized to sign.

NOTE - Signatures:

Per AS 10.55.609, persons who sign documents to be filed with the commissioner that are known by the person to be false in material respects are guilty of a class A misdemeanor.

NOTE - Plan of Conversion -OR- Statement of Conversion:

Do not send both together. Submit either the Statement of Conversion **OR** the plan of conversion that is signed on behalf of all entities and contains all the information required to be in the Statement of Conversion and is delivered to the Division for filing after the plan has been adopted and approved by all entities. Sending both the plan of conversion and the Statement of Conversion together may cause delays in processing time.

SUBMITTAL: Please submit forms and payment together.

- Mail the Statement of Conversion (form 08-576) and the \$75.00 non-refundable filing fee in U.S. dollars to:
 - State of Alaska, Corporations Section, PO Box 110806, Juneau, AK 99811-0806
- If faxing the form please include the Credit Card Payment form with the appropriate fees.
- Do not email forms or payment.

STANDARD PROCESSING TIME for complete and correct applications submitted to this office is approximately 10-15 business days. All applications are reviewed in the date order they are received.

IMPORTANT:

This form is to be used only if the foreign (non-Alaskan) non-profit corporation (listed in Item # 2 on the Statement of Conversion) will continue to be doing business in Alaska. *If the converted foreign non-profit corporation will not be doing business in Alaska, then you must use form 08-588, Any Domestic (Alaskan) Entity Converting to an Unqualified Domestic (Alaskan) or Foreign (Non-Alaskan) Entity Not Conducting Business in Alaska.*

INSTRUCTIONS FOR CERTIFICATE OF AUTHORITY

These instructions are specific for the Certificate of Authority which must be attached to the Statement of Conversion (form 08-576)

ITEM 1: Legal Name of Corporation

Provide the name of the foreign (non-Alaskan) non-profit corporation:

- A non-profit corporate name may contain the word "corporation," "company," "incorporated," or "limited," or an abbreviation of one of these words.
- The non-profit corporate name may not contain a word or phrase that indicates or implies that the corporation is organized for a purpose other than the purpose contained in its articles of incorporation.
- A non-profit corporate name must be distinguishable upon the record. To search the availability of the legal name of the non-profit corporation in the State of Alaska go to the above website, click License Search, and select Search Corporations Database.
- **NOTE:** The name of the non-profit corporation in Item #1 of the Certificate of Authority must match the name in Item #2 on the Statement of Conversion portion of this filing.

The non-profit corporation must be in good standing in their state of domicile, before we can issue a certificate of authority, please check the box to confirm the non-profit corporation is in good standing/compliance in their state of domicile. Note: as proof, the division may ask for a certificate of good standing/compliance, less than 60 days old, from the state of domicile.

ITEM 2: Assumed Name

The name the non-profit corporation elects to use if the legal name in the state of domicile is already in use by another entity in Alaska. To search the availability of the legal name of the corporation in the state of Alaska, go to the above website, select License Search and Search Corporations Database.

ITEM 3: State of Domicile, Date of Incorporation, Duration

Indicate the state of domicile, or “home state”; date of incorporation in the state of domicile (mm/dd/yyyy format); and the duration.

Duration is the life expectancy of the corporation in Alaska.

- It may be a specific future date of less than 100 years.
- If there is no expected end date, select the “perpetual” box, indicating the corporation plans to transact business uninterrupted for an undeterminable amount of time.

ITEM 4: Disclosure of Corporate Purposes

- The purpose describes activities of the corporation at the time of filing and may include “any lawful.”
- In addition to purpose, also include the NAICS code where indicated. NAICS code may not conflict with the purpose listed. For a complete list of NAICS codes go to the above website and select NAICS Codes.

ITEM 5: Registered Agent

Per Alaska Statutes a non-profit corporation shall (must) continuously (without interruption) maintain in this state (Alaska only) a registered agent and a registered office. Choose only one option.

If the converting (changing from) entity (listed in Item #1 on the Statement of Conversion) does have an Alaska Entity Number then the registered agent on record for the converting entity will be the same registered agent for the foreign non-profit corporation (listed in Item #1 on the Certificate of Authority). The registered agent information may only be updated via a Statement of Change Registered Agent form. The non-refundable filing fee for a Statement of Change is \$25. The Statement of Change may be filed in conjunction with this Statement of Conversion. The form can be found online at the above website and select Forms and Fees.

-OR-

If the converting (changing from) entity (listed in Item #1 on the Statement of Conversion) does not have an Alaska Entity Number then the registered agent for the foreign non-profit corporation must be provided in the box below.

- The registered agent of this foreign (non-Alaskan) non-profit corporation must be an individual who is a resident of Alaska, or a corporation (excluding LLC, LP and LLP) registered and in good standing with this office.
- The registered agent is statutorily responsible for receiving and forwarding processes, notices, or demands to the last known address of the business corporation.
- A corporation may not act as its own registered agent.
- A physical address and a mailing address in the State of Alaska must be given.

For more information go to the above website and select Registered Agents FAQs.

ITEM 6: Principal Office Address

Provide the physical and mailing address of the business corporation in the state or country of domicile (wherever located).

ITEM 7: Officers and Directors

List the names and mailing addresses of the officers and directors of the corporation. You may attach an additional 8.5” x 11” page, if necessary.

Please note: do not include confidential information such as Social Numbers, driver’s license numbers or date of birth, as this record is public information.

SIGNATURES:

Per AS 10.55.405(d) the Certificate of Authority filed with the Statement of Conversion (form 08-576) does not need to be signed; the Statement of Conversion portion of this filing must be signed.

STANDARD PROCESSING TIME for complete and correct applications submitted to this office is approximately 10-15 business days. All applications are reviewed in the date order they are received.

ADDITIONAL RESOURCES:**Professional Licensing Section:**

For information regarding what professions require a professional license, statutes, how to obtain a professional license, and/or the expiration date if you already have a professional license, visit the Professional Licensing website at <http://commerce.alaska.gov/cbpl/pl>.

NOTICE: if a professional license is owned by an entity and there is a change in the entity then the professional license may be impacted. Contact the appropriate professional licensing examiner.

Business Licensing Section:

For the privilege of engaging in a business in the State of Alaska, a business license is required for a new entity. For information regarding business licenses, statutes, and how to obtain a business license, visit the Business Licensing website at <http://commerce.alaska.gov/cbpl/b/>.

NOTE: a change in the ownership of a business license requires a new business license.

Alaska Corporate Net Income Tax:

Every corporation earning gross income from sources within the state, except for those corporations that are specifically exempted, must file a corporation net income tax return. Contact the Alaska Department of Revenue, Tax Division, PO Box 110420, Juneau, Alaska, 99811-0420, telephone number (907) 465-2320 for more information.

ADDITIONAL RESOURCES FOR CHARITABLE ORGANIZATIONS:**Department of Law:**

Alaska law required charitable organizations and paid solicitors to register with the Dept. of Law. For more information please go to http://law.alaska.gov/department/civil/consumer/cp_charities.html.

Department of Revenue:

- **Gaming permits** - (i.e. bingo, raffles, lotteries, ice classics, pull-tab, etc.) are issued by the Tax Division of this department. For more information please go to the Tax Division website at <http://www.tax.alaska.gov/programs/programs/index.aspx?54160>.
- **Pick Click Give** - to find out more information, including how to register, please go to the Permanent Fund Dividend Division website at <http://pfd.alaska.gov/Home/Charitable>.



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STATEMENT OF CONVERSION

Specifically for

**A Domestic (Alaskan) Entity
Converting to a Foreign (Non-Alaskan) Non-Profit Corporation**

which will continue to conduct business in Alaska as
a qualified (on record with the division) Foreign Non-Profit Corporation
Under the Alaska Entity Transaction Act AS 10.55.401-10.55.406

\$75.00 Filing Fee (non-refundable)

- **\$25.00 Statement of Conversion (non-refundable)** (\$25 Corp Fee)
- **\$50.00 Certificate of Authority (non-refundable)** (\$50 Corp Fee)

NOTICE: The Certificate of Authority must be submitted as an attachment.

Pursuant to the provisions of Alaska Statutes 10.55.405, excluding entities stated in AS 10.55.110, a domestic (Alaskan) entity may convert (change from one type of entity to a different type of entity) to a foreign (non-Alaskan) non-profit corporation, which is conducting business in Alaska, by submitting the following statement:

ITEM 1: Name of the converting (changing from) entity: Alaska Entity # (if applicable):

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State of Domicile (changing from): Type of Entity (changing from):

Alaska	
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ITEM 2: Name of the converted (changing to) foreign (non-Alaskan) non-profit corporation (which will continue to conduct business in Alaska after the conversion) may contain the word "corporation", "company", "incorporated", "limited" or an abbreviation of one of these words. (Note: the name of the non-profit corporation in Item #2 on the Statement of Conversion must match the name in Item #1 on the Certificate of Authority attached to this filing.):

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State of Domicile or Jurisdiction (changing to): Type of Entity (changing to):

	Non-profit Corporation
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Statement of Conversion: Domestic Entity Converting to a Foreign Non-Profit Corporation

ITEM 3: (Optional) The future effective date of conversion, if different from date of filing, must be a specific future date and cannot exceed 90 days from date of filing. Future effective date (mm/dd/yyyy format):
____/____/____.

ITEM 4: The conversion has been approved in accordance with AS 10.55.401-10.55.406.

ITEM 5: The converted (changing to) entity (listed in Item #2 above) is a foreign (non-Alaskan) non-profit corporation, which will continue to be conducting business in Alaska as a foreign non-profit corporation after the conversion, must complete the Certificate of Authority attached to this form.

ITEM 6: The Statement of Conversion must be signed on behalf of the converting (changing from) entity (listed in Item #1 above) in the following manner:

- If the converting entity is a corporation, it must be signed by an officer of the corporation.
- If the converting entity is not a corporation, it must be signed by the person authorized by said entity.
- If the converting entity is in the hands of a receiver, trustee, or other court-appointed fiduciary, it must be signed by said fiduciary.

If the converting entity is currently on record with this division (has an AK Entity Number) and the signer is an official of the entity then the signer must be currently on record with this division.

Provide the printed name of the signer, the full title/capacity of the authorized signer, the name of the entity that the individual is representing, and signature of the individual authorized to sign.

Signature	Printed Name	Title and entity that is represented	Date

NOTE - Signatures: Per AS 10.55.609, persons who sign documents to be filed with the commissioner that are known by the person to be false in material respects are guilty of a class A misdemeanor.

SUBMITTAL: Please submit forms and payment together.

- Mail the Statement of Conversion (form 08-576) and the \$75.00 non-refundable filing fee in U.S. dollars to:
 - State of Alaska, Corporations Section, PO Box 110806, Juneau, AK 99811-0806
- If faxing the form please include the Credit Card Payment form with the appropriate fees.
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STANDARD PROCESSING TIME for complete and correct applications submitted to this office is approximately 10-15 business days. All applications are reviewed in the date order they are received.

IMPORTANT:

This form is to be used only if the foreign (non-Alaskan) non-profit corporation (listed in Item # 2 on the Statement of Conversion) will continue to be doing business in Alaska. If the converted foreign non-profit corporation will not be doing business in Alaska, then you must use form 08-588, Any Domestic (Alaskan) Entity Converting to an Unqualified Domestic (Alaskan) or Foreign (Non-Alaskan) Entity Not Conducting Business in Alaska.

CERTIFICATE OF AUTHORITY

Specifically for

For a Foreign (non-Alaskan) Non-Profit Corporation with Statement of Conversion

Under AS 10.20.485 and the Alaska Entity Transaction Act AS 10.55.401-10.55.406

Pursuant to AS 10.55.405 the converted entity's public organic document must be submitted as an attachment to this Statement of Conversion.

Pursuant to Alaska Statutes 10.20.485, the undersigned foreign (non-Alaskan) non-profit corporation applies for a Certificate of Authority and, for that purpose, submits the following:

ITEM 1: Legal name of the foreign (non-Alaskan) non-profit corporation must contain the word "corporation", "company", "incorporated", "limited" or an abbreviation of one of these words. (Note: the name of the foreign non-profit corporation in Item #1 of the Certificate of Authority must match the name in Item #2 on the Statement of Conversion portion of this filing.):

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This foreign entity is active and in good standing in the state/country of domicile.

ITEM 2: The assumed name the non-profit corporation elects to use in Alaska *if* the legal name is *not* available:

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ITEM 3: The state of domicile, or "home state"; date of incorporation in the state of domicile (mm/dd/yyyy format); and the duration, or "life expectancy" of the corporation (check box if perpetual):

State of domicile:	Date of Incorporation: ___/___/___	Duration: ___/___/___ <input type="checkbox"/> Perpetual
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ITEM 4: Indicate the purpose of the non-profit corporation (may include "any lawful") and, separately, the 6 digit NAICS Industry Grouping Code that most clearly describes the initial activities of the corporation:

Purpose:	NAICS code:						
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ITEM 5: Registered agent information. Choose only one option:

If the converting (changing from) entity (listed in Item #1 on the Statement of Conversion) *does* have an Alaska Entity Number *then* the registered agent on record for the converting entity will be the same registered agent for the foreign non-profit corporation (listed in Item #1 on the Certificate of Authority). The registered agent information may only be updated via a Statement of Change Registered Agent form. The non-refundable filing fee for a Statement of Change is \$25.

-OR-

If the converting (changing from) entity (listed in Item #1 on the Statement of Conversion) does *not* have an Alaska Entity Number *then* the registered agent for the foreign non-profit corporation *must* be provided in the box below.

Item 5 Continued on Next page

Statement of Conversion: Domestic Entity Converting to a Foreign Non-Profit Corporation

ITEM 5 CONTINUED:

Registered agent name and address (*must* include a physical and mailing address *in Alaska*):

Name:

Physical address in Alaska:

City:	State: ALASKA	Zip Code:
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Mailing address in Alaska:

City:	State: ALASKA	Zip Code:
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ITEM 6: Principal office address of the corporation (wherever located):

Name:

Physical address:

City:	State:	Zip Code:
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Mailing address:

City:	State:	Zip Code:
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ITEM 7: The names and mailing addresses of the officers and directors of the corporation:

Title	Name	Mailing address	City	State	ZIP code
President					
Vice President					
Secretary					
Treasurer					
Director					
Director					
Director					

Attach a separate 8.5" x 11" sheet, if necessary.

NOTE: Please do not include confidential information such as Social Security Numbers, driver license numbers or date of birth as this record is public information.

SIGNATURES:

Per AS 10.55.405(d) the Certificate of Authority filed with the Statement of Conversion (form 08-576) does not need to be signed; the Statement of Conversion portion of this filing must be signed.

STANDARD PROCESSING TIME for complete and correct applications submitted to this office is approximately 10-15 business days. All applications are reviewed in the date order they are received.



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CONTACT INFORMATION SHEET

Please return this document with your filing. This information may be used by the division to assist with processing the attached filings. (NOTE: this form will not be filed for record or appear online.)

ENTITY NAME as it appears on this filing:

Alaska Entity #:

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QUESTIONS/PROBLEMS - The division may send any problems regarding this filing to:

Company:		
ATTN:		
Mailing Address:		
City:	State:	Zip Code:
Phone:	Email:	

FILED DOCUMENTS – Documents filed for record pertaining to this filing may be sent to:

Check this box if you want filed for record documents returned to the address listed above.

If you want the filed for record documents sent to a different address, please complete the following:

Company:		
ATTN:		
Mailing Address:		
City:	State:	Zip Code:

SUBMITTAL: Please submit forms and payment together.

STANDARD PROCESSING TIME for complete and correct applications submitted to this office is approximately 10-15 business days. All applications are reviewed in the date order they are received.

Contact Information Sheet



THE STATE
of **ALASKA**
Department of Commerce, Community, and Economic Development
Division of Corporations, Business and Professional Licensing

FOR DIVISION USE ONLY

State of Alaska
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Division of Corporations, Business and Professional Licensing
PO Box 110806, Juneau, AK 99811
Phone: (907) 465-2550

Credit Card Payment Form

All major credit cards are accepted. For security purposes, do not email credit card information. Include this credit card payment form with your application.

Name of Applicant or Licensee: _____

Program Type: _____ License Number (if applicable): _____

I wish to make payment by credit card for the following (check all that apply):

AMOUNT

Application Fee: _____

License or Renewal Fee: _____

Other (name change, wall certificate, fine, duplicate license, exam, etc.):

1. _____

2. _____

TOTAL: _____

Name (as shown on credit card): _____

Mailing Address: _____

Phone Number: _____ Email (optional): _____

Signature of Credit Card Holder: _____

08-4438

Rev 12/26/18

Credit Card Payment Form (all major cards accepted)

CREDIT CARD INFO: Your payment cannot be processed unless all fields are completed!	
<p>1. Account Number: _____</p> <p>2. Expiration Date: _____</p> <p>3. Billing ZIP Code: _____</p> <p>4. Security Code: _____</p>	<p>All four fields MUST be completed!</p> <p>This section will be destroyed after the payment is processed.</p>