



Secretary of State
Elaine F. Marshall

North Carolina Secretary of State

IT

Membership Camping Act

KB Website Manual


March 25, 2024


Version 1.0

About the Membership Camping Act Manual

This manual gives an overview of all the pages and features of the Membership Camping section of the KB website.

Official website of the State of North Carolina [Here's how you know](#) ▾

 **Secretary of State**
Elaine F. Marshall

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Table of Contents

About the Membership Camping Act Manual	1
Membership Camping Act	1
Frequently Asked Questions	3
Operator Information	4
Salesperson Information.....	7
Forms	10
Statutes	12
Fees	13
What We Do.....	14
Contact Membership Camping Act	14

Membership Camping Act

This manual gives an overview of the pages and features of the **Membership Camping Act** section of the Secretary of State’s new KB website.

Go to the North Carolina Secretary of State’s Office website at: <https://sosnc.gov>.

Select **Programs**.

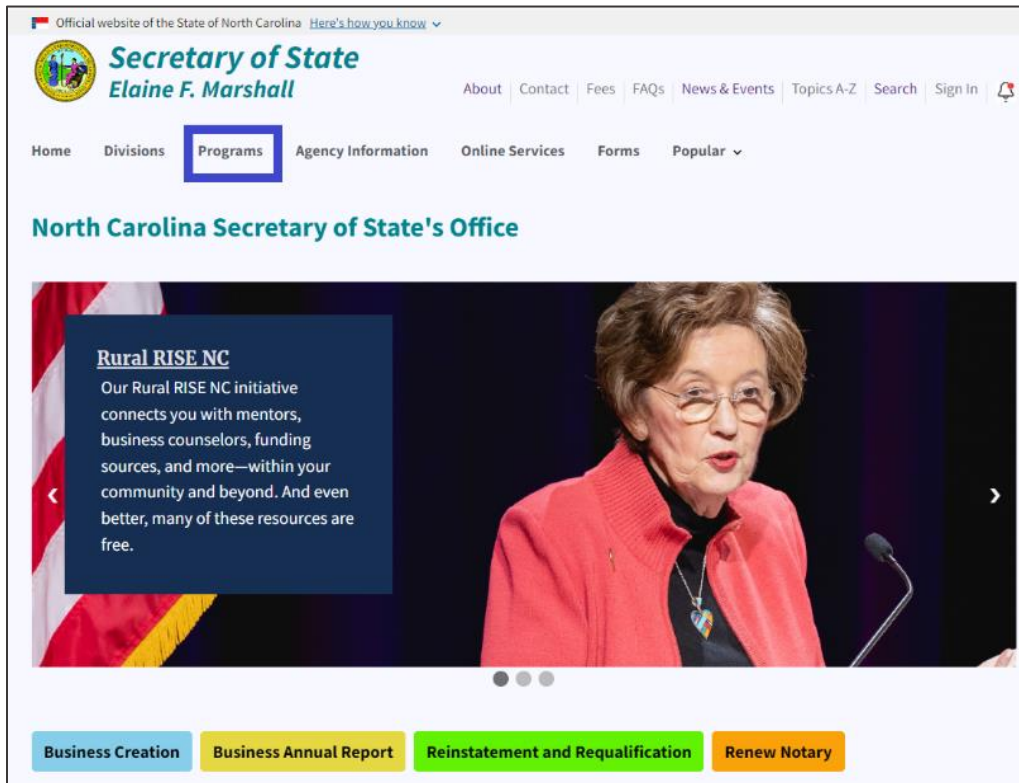


Figure 1. Programs menu highlighted

On the Programs page, select the **Membership Camping Act** link.

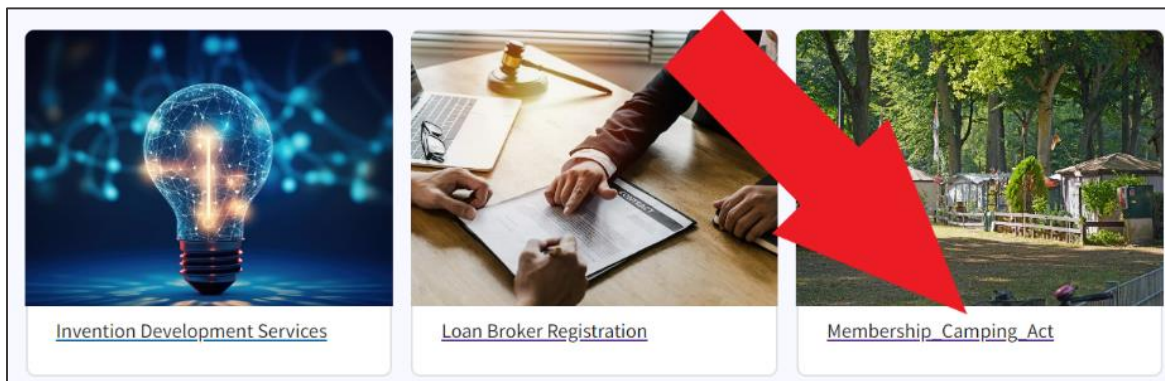


Figure 2. Red arrow pointing to the Membership Camping Act link

This takes you to the **Membership Camping Act** page.



Figure 3. Membership Camping Act page

The **Browse Membership Camping Act** section has six box image links.



Figure 4. Browse Membership Camping Act

Frequently Asked Questions

Select **Frequently Asked Questions**.

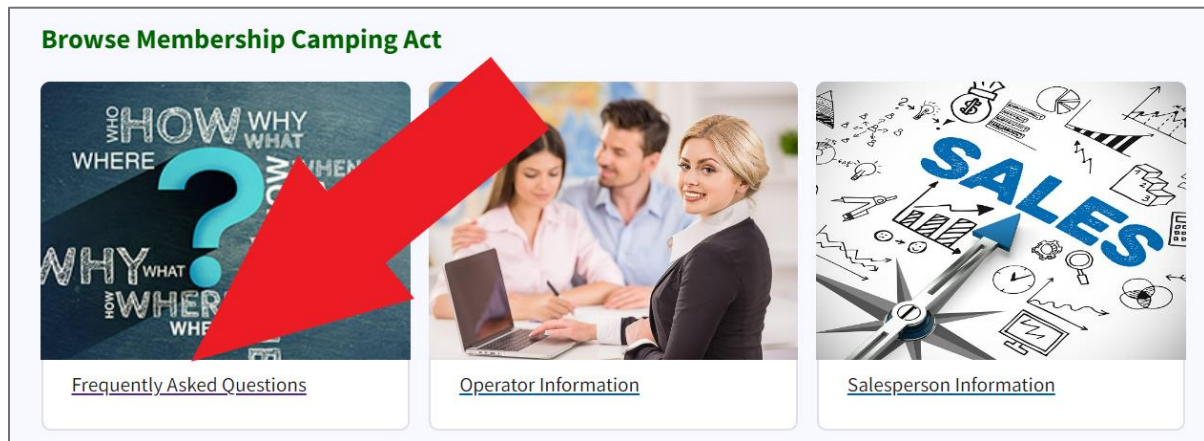


Figure 5. Frequently Asked Questions

The **Frequently Asked Questions** page has fourteen questions and answers about the Membership Camping Act.



Figure 6. Membership Camping Act Frequently Asked Questions page

Operator Information

Select **Operator Information**.

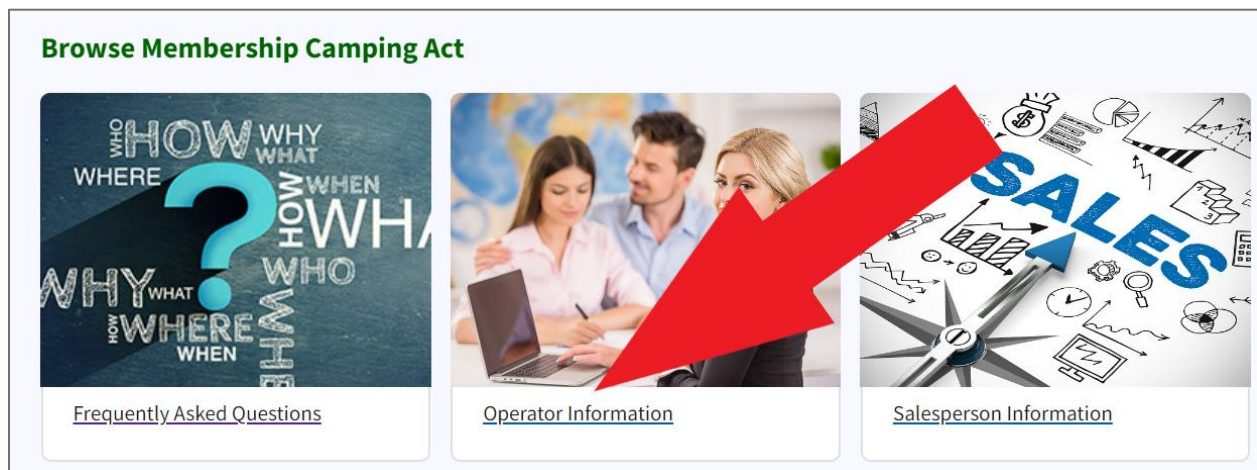


Figure 7. A red arrow points to Operator Information link

This link takes you to the **Membership Camping Operator** page.

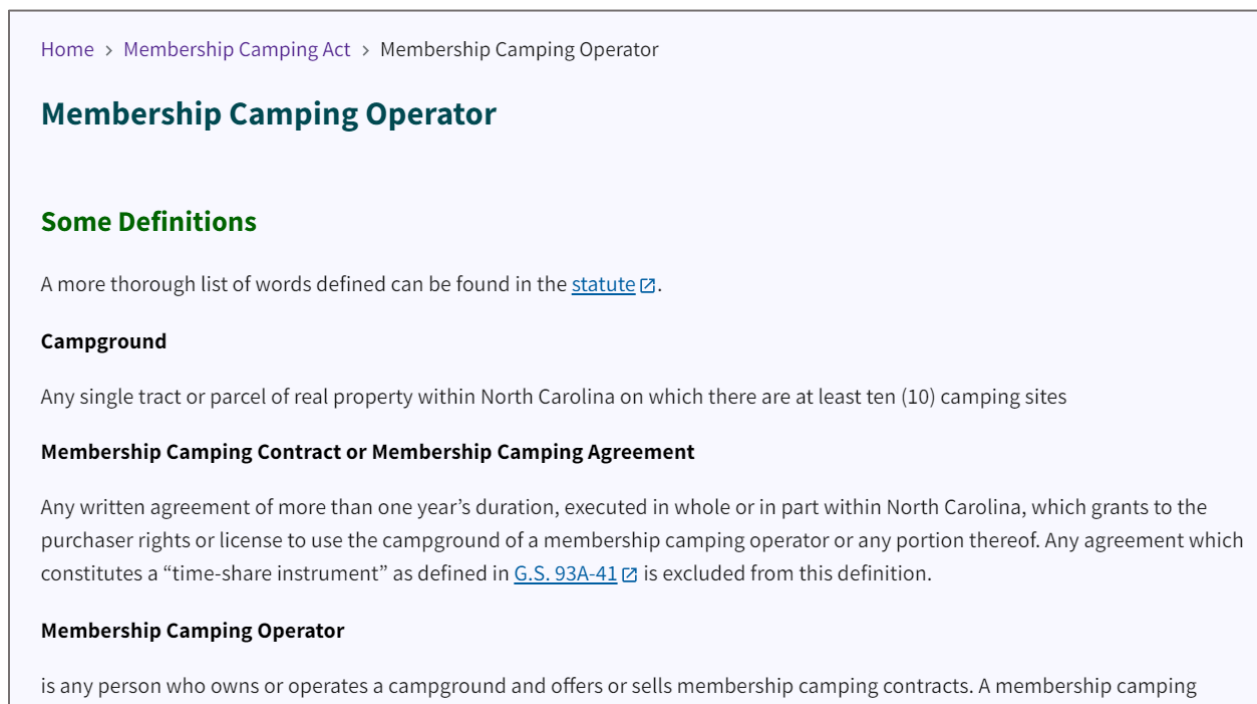


Figure 8. Membership Camping Operator page

On the Membership Camping Operator page, you find definitions, explanations about the role of operator and how it applies to the statutes and laws that govern membership camping.

Some Definitions

A more thorough list of words defined can be found in the [statute](#).

Campground

Any single tract or parcel of real property within North Carolina on which there are at least ten (10) camping sites.

Membership Camping Contract or Membership Camping Agreement

Any written agreement of more than one year’s duration, executed in whole or in part within North Carolina, which grants to the purchaser rights or license to use the campground of a membership camping operator or any portion thereof. Any agreement which constitutes a “time-share instrument” as defined in [G.S. 93A-41](#) is excluded from this definition.

Membership Camping Operator

Is any person who owns or operates a campground and offers or sells membership camping contracts? A membership camping operator shall not include:

- An enterprise that is exempt from federal income tax under [§501\(C\)](#) of the Internal Revenue Code;
- An enterprise that is exempt from State income tax under [Article 4 of Chapter 105](#) of the General Statutes; or
- Mobile home parks wherein the residents occupy the premises as their primary homes or have leased or purchased a lot for their exclusive use.

Purchaser

A person who enters into a membership camping contract with the membership camping operator.

Salesperson

An individual, other than a membership camping operator, who offers to sell a membership camping contract or agreement by means of a direct sales presentation, but does not include a person who merely refers a prospective purchaser to a salesperson without making any direct sales presentation.

Documents Filed With North Carolina Secretary of State

[Application for Registration\(PDF\)](#)

Other Required Documents

Membership Camping Operator's Disclosure Statement

Membership Camping Contract or Agreement

Fees

Initial registration as membership campground operator

- \$1,500.00

Renewal of registration as membership campground operator

- \$1,000.00

Update of Information

The registration of the membership camping operator shall be renewed annually with the fee not later than 30 days prior to the anniversary of the current registration. The application shall include all changes which have occurred in the information included in the application previously filed.

Submit Document Package to:

Mailing Address for Regular Mail:

North Carolina Secretary of State
Membership Camping
Post Office Box 29622
Raleigh, North Carolina 27626-0622

Street Address for Overnight Mail:

North Carolina Secretary of State
Membership Camping
2 South Salisbury Street
Raleigh, North Carolina 27601-2903

Salesperson Information

Select **Salesperson Information**.

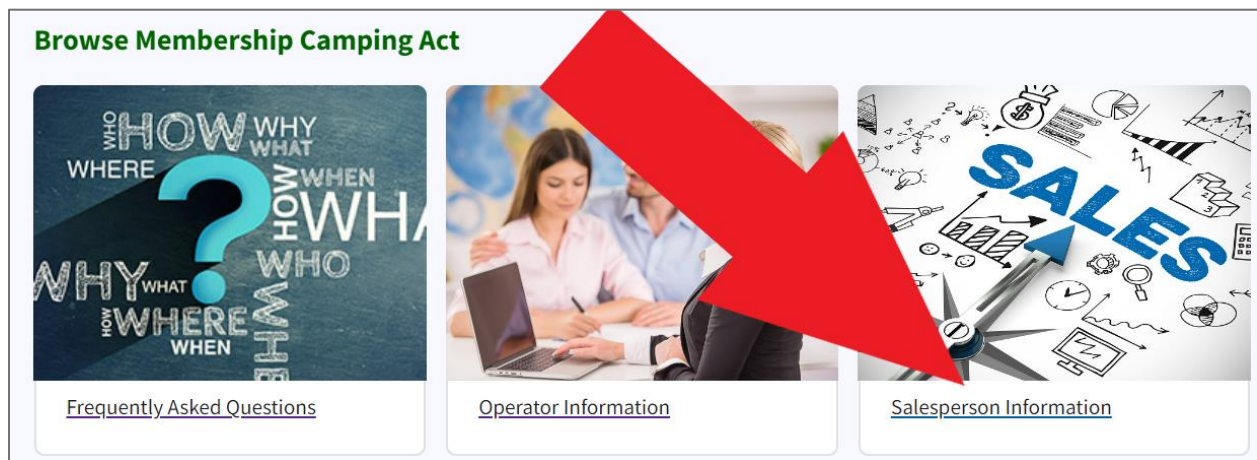


Figure 9. A red arrow pointing to the Salesperson Information link

This link takes you to the **Membership Camping Salesperson** page.

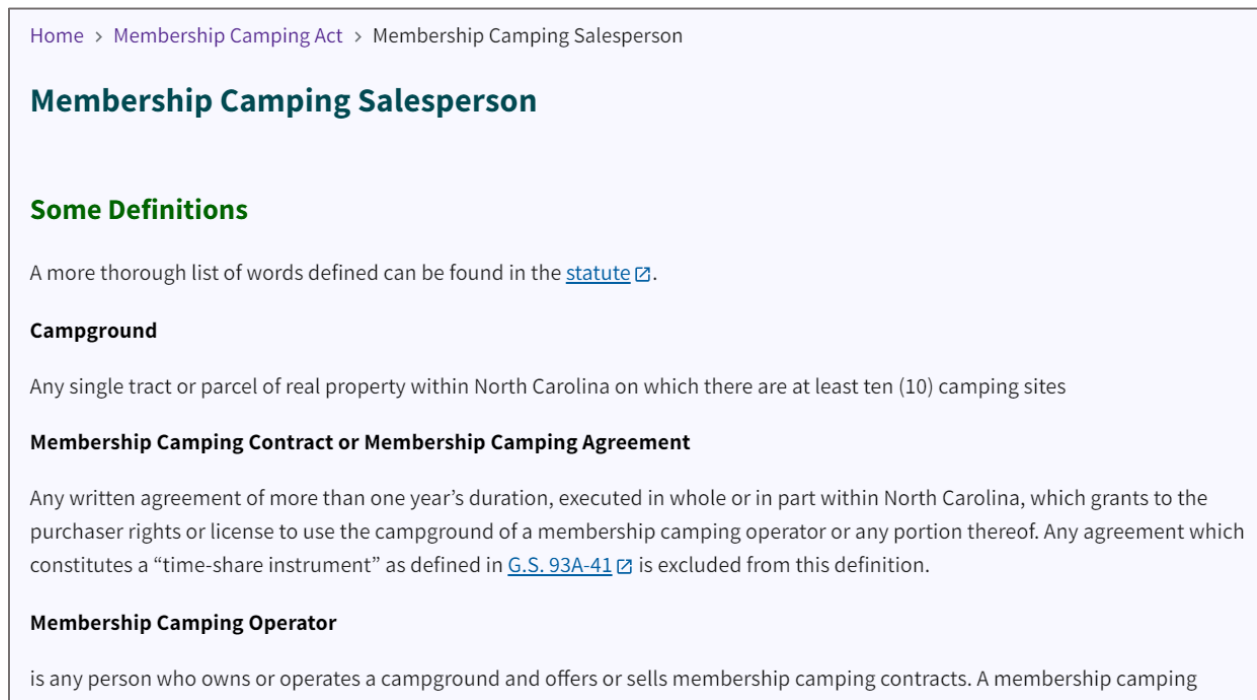


Figure 10. Membership Camping Salesperson page

Membership Camping Salesperson has definitions and a description of the filing process for membership camping salespersons.

Some Definitions

A more thorough list of words defined can be found in the [statute](#).

Campground

Any single tract or parcel of real property within North Carolina on which there are at least ten (10) camping sites

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- An enterprise that is exempt from State income tax under [Article 4 of Chapter 105](#) of the General Statutes; or
- Mobile home parks wherein the residents occupy the premises as their primary homes or have leased or purchased a lot for their exclusive use.

Purchaser

A person who enters into a membership camping contract with the membership camping operator.

Salesperson

An individual, other than a membership camping operator, who offers to sell a membership camping contract or agreement by means of a direct sales presentation, but does not include a person who merely refers a prospective purchaser to a salesperson without making any direct sales presentation.

Documents Filed With North Carolina Secretary of State

[Application for Registration as a Salesperson\(PDF\)](#)

Fees

Initial registration as a salesperson

- \$10.00

Renewal of registration as a salesperson

- \$10.00

Note: Make check payable to "North Carolina Secretary of State".

Update of Information

Registration shall be effective for a period of one year. Registration is renewed annually by the filing of a renewal application, which becomes effective seven (7) business days after filing with the Secretary of State.

Submit Document Package to:

Mailing Address for Regular Mail:

North Carolina Secretary of State
Membership Camping
Post Office Box 29622
Raleigh, North Carolina 27626-0622

Street Address for Overnight Mail:

North Carolina Secretary of State
Membership Camping
2 South Salisbury Street
Raleigh, North Carolina 27601-2903

Forms

Select **Forms**.



Figure 11. A red arrow points to the Forms link

The Forms page has owner and salesperson downloadable applications in PDF format.

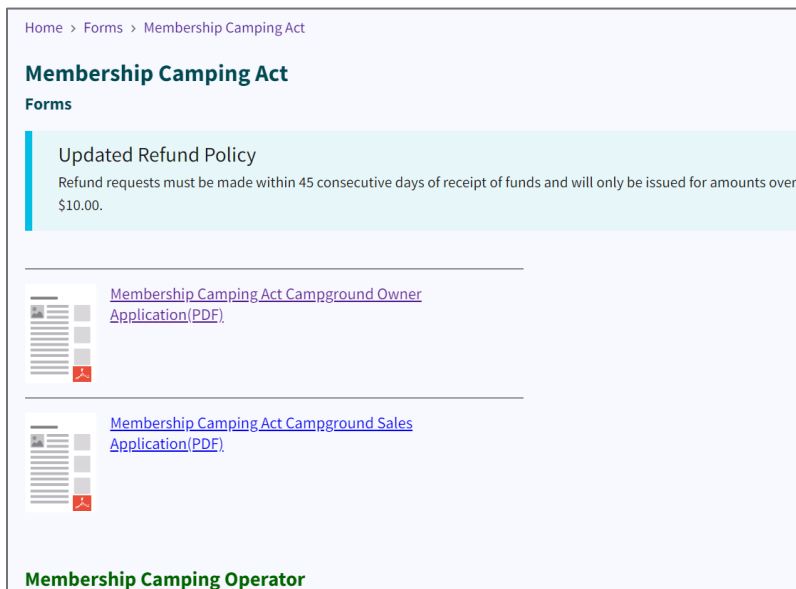


Figure 12. Membership Camping Act Forms page

Scroll down to see a list of fees that apply to specific forms.

Membership Camping Operator

Initial registration as membership campground operator

- \$1,500.00

Renewal of registration as membership campground operator

- \$1,000.00

Membership Camping Salesperson

Initial registration as a salesperson

- \$10.00

Renewal of registration as a salesperson

- \$10.00

Note: Make check payable to "North Carolina Secretary of State".

Figure 13. A list of form fees

Statutes

Select **Statutes**.



Figure 14. A red arrow points to the Statutes link

The Statutes page is a digital copy of the Membership Camping Act.

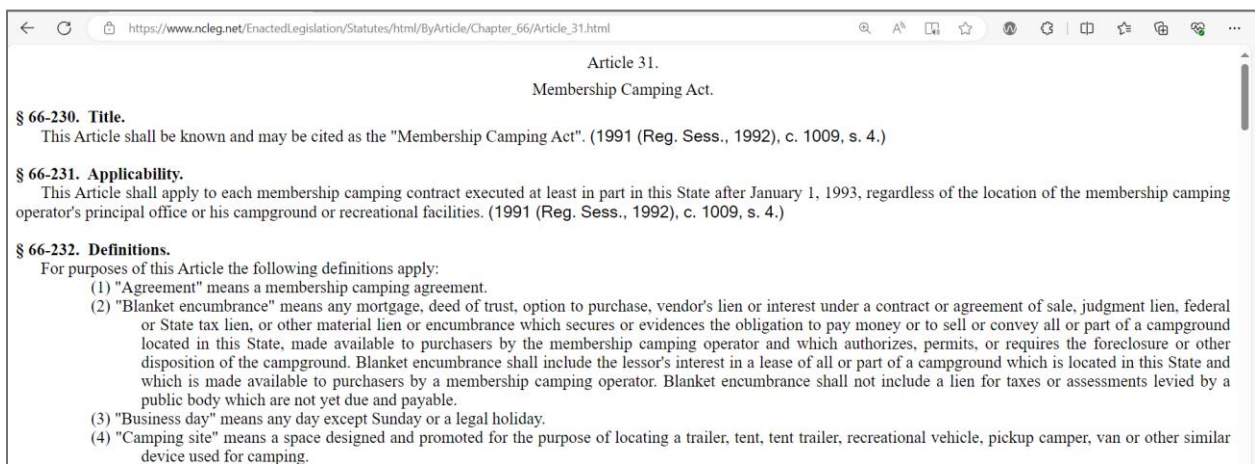


Figure 15. Article 31, Membership Camping Act

Article 31 of Chapter 66 in the North Carolina General Statutes is known as the Membership Camping Act. This legislation regulates membership camping contracts executed at least in part in North Carolina after January 1, 1993, regardless of the location of the membership camping operator's principal office or campground facilities.

Fees

Select **Fees**.



Figure 16. A red arrow pointing to the Fees link

The Fees page lists the fees for Membership Camping Applications for owners and salespersons.

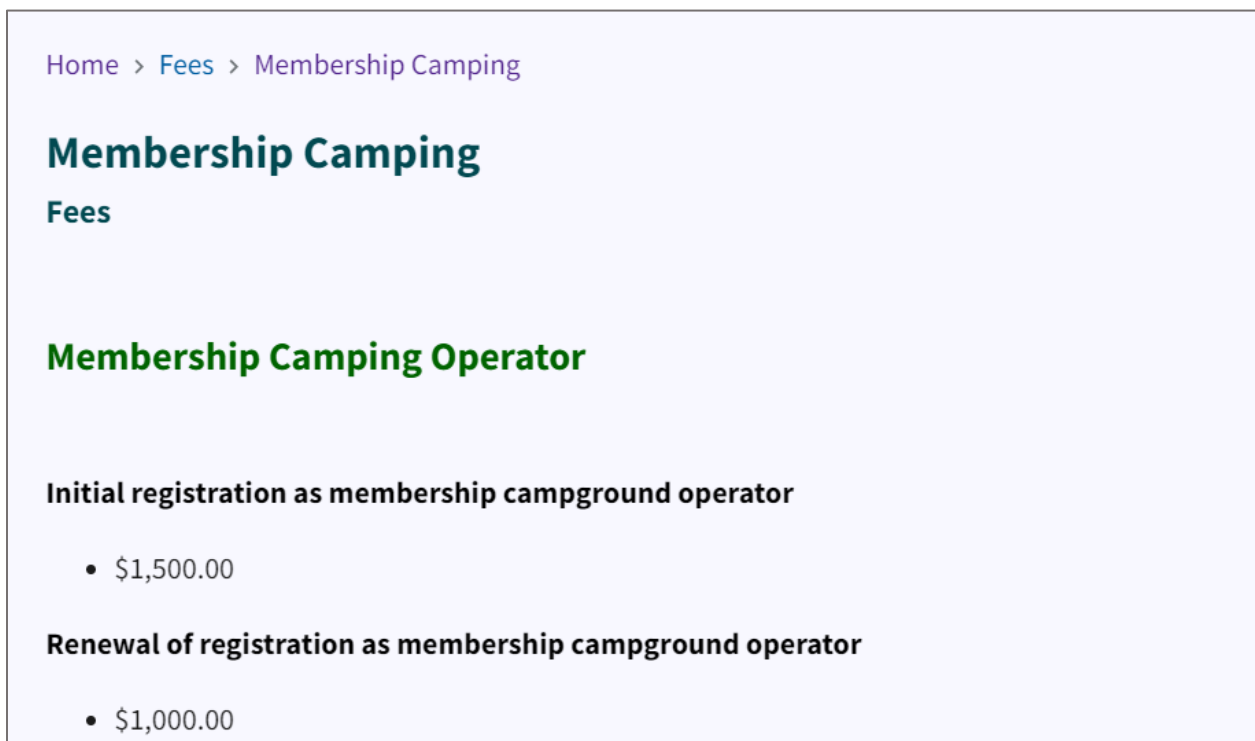


Figure 17. Membership Camping Fees page

Membership Camping Operator

Initial registration as membership campground operator

- \$1,500.00

Renewal of registration as membership campground operator

- \$1,000.00

Membership Camping Salesperson

Initial registration as a salesperson

- \$10.00

Renewal of registration as a salesperson

- \$10.00

Note: Make check payable to "North Carolina Secretary of State".

What We Do

The What We Do section

The What We Do section has a description of what the Membership Camping Act office does: *"We register membership camping operators and salespersons that fall within [N.C.G.S. Chapter 66, Article 31](#) and issue certificates of registration."*

Contact Membership Camping Act

Telephone: 919-814-5408

Email: programs@sosnc.gov

Mailing Address

North Carolina Secretary of State
Membership Camping
Post Office Box 29622
Raleigh, North Carolina 27626-0622

Physical Address

North Carolina Secretary of State
Membership Camping
2 South Salisbury Street
Raleigh, North Carolina 27601-2903