

**Instructions for Filing**  
**AMENDMENT OF ARTICLES OF ORGANIZATION**  
**(Conversion to Professional Limited Liability Company)**

- Item 1** Enter the complete limited liability company name exactly as it appears in the records of the Secretary of State.
- Item 2**
- a. Indicates the reason for this document being filed.
  - b. The name of a limited liability company that is to render a professional service and is subject to this section shall comply with Article 3 of Chapter 55D of the General Statutes and, in addition, shall contain the word "Professional" or the abbreviation "P.L.L.C." or "PLLC." N.C.G.S. 57D-2-02(10).
  - c. State the specific personal services to be rendered by the limited liability company. (*See N.C.G.S. § 57D-2-02 et seq.*)
- Item 3** Include any additional amendments that may be necessary.
- Item 4** Enter the date(s) the amendment(s) was (were) adopted.
- Item 5** Select the appropriate method of adoption for the amendment(s) from those listed.
- Item 6** The Certification from the Licensing Board is required to be attached to the document.
- Item 7** The document will be effective on the date and at the time of filing, unless a future effective date and/or time (on the day of filing) is specified. If an effective date is specified without a time, the document will be effective at 11:59 p.m. Raleigh, North Carolina time on the day specified. If an effective date is specified with a time, the document will be effective on the day and at the time specified. A future effective date may be specified up to and including the 90<sup>th</sup> day after submission of the document.

***Date and Execution***

Enter the date the document was executed.

In the blanks provided enter:

- The name of the limited liability company as it appears in Item 1
- The signature of the company official of the limited liability company executing the document
- The name and title of the above-signed representative. (This document must be signed by a Manager or other Company Official, or if the limited liability company never had members by an Organizer.)

*State of North Carolina*  
*Department of the Secretary of State*  
**AMENDMENT OF ARTICLES OF ORGANIZATION**  
**(Conversion to Professional Limited Liability Company)**

Pursuant to Chapter 57D of the General Statutes of North Carolina, the undersigned limited liability company hereby submits the following Amendment of Articles of Organization for the purpose of converting to a professional limited liability company pursuant to G.S. 57D-2-02.

1. The name of the limited liability company is: \_\_\_\_\_.
2. The Articles of Organization of the limited liability company are amended to provide as follows:
  - a. The undersigned limited liability company organized pursuant to Chapter 57D is hereby converted to a professional limited liability company within the provisions and meaning of N.C.G.S. 57D-2-02 and Chapter 55B of the General Statutes of North Carolina.
  - b. The name of the limited liability company shall be: \_\_\_\_\_.
  - c. The purpose of the professional limited liability company shall be to render the following personal service(s): \_\_\_\_\_  
\_\_\_\_\_.
3. The text of any additional amendments are as follows (*State below or attach*):  
\_\_\_\_\_  
\_\_\_\_\_.
4. The date of adoption of each amendment was as follows: \_\_\_\_\_.
5. (Check either a or b, whichever is applicable)
  - a. \_\_\_\_\_ The amendment(s) was (were) duly adopted by the majority vote of the organizers of the limited liability company prior to the identification of initial members of the limited liability company.
  - b. \_\_\_\_\_ The amendment(s) was (were) duly adopted by the unanimous vote of the members of the limited liability company or was (were) adopted as otherwise provided in the limited liability company's Articles of Organization or a written operating agreement.
6. A certification by the appropriate licensing board that the membership interests of the limited liability company are in compliance with the requirements of N.C.G.S. Sections 55B-4(2) and 55B-6 is attached.
7. These articles will be effective upon filing, unless a future time and date is specified: \_\_\_\_\_.

This the \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
Name of Limited Liability Company

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Type or Print Name and Title

**NOTES:**

1. Filing fee is \$50. This document must be filed with the Secretary of State.
2. This form may only be used by a limited liability company formed pursuant to Chapters 57D of the North Carolina General Statutes amending its Articles of Organization for the purpose of converting to a professional limited liability company as contemplated by G.S. 57D-2-02.