



State of Utah  
DEPARTMENT OF COMMERCE  
Division of Corporations & Commercial Code  
Articles of Incorporation (Professional) Instructions

Means of payment are: cash, check, credit card or money order made payable to the “State of Utah.” If faxing you must include, on a cover sheet, the number of a Visa, MasterCard or American Express with the date of expiration.

- 1. Name of Corporation:** The name of the corporation – the name **must** contain the terms “professional corporation” or “P.C.” The name **may not** contain the words “incorporated” or “inc.” nor may it contain language stating or implying that the professional corporation is organized for a purpose other than that which is permitted by law. [16-11-16](#)
- 2. Purpose:** A professional corporation may be organized only for the purpose of rendering one specific type of professional service and services ancillary thereto and shall not engage in any business other than rendering the professional service which it was organized to render and services ancillary thereto; provided, however, that a professional corporation may own real and personal property necessary or appropriate for rendering the type of professional service it was organized to render and may invest its funds in real estate, mortgages, stocks, bonds and any other type of investments. [16-11-6](#)
- 3. Shares:** In the drop-down box for shares, either select the type of shares from the box or type in the share type if it isn’t listed. In the space directly to the right labeled “Amount,” enter the amount of those shares that the corporation is authorized to issue. If there is a second share type, click the **blue** check box and follow the previous instructions. If three or more types are authorized, attach an additional sheet listing each type and number of shares authorized.
- 4. Profession:** Select the professional service being provided by the corporation from the drop-down list.
- 5. Registered Agent:** Enter the Registered Agent name and address. If the R/A is a company, the company **must** be in good standing with the Division of Corporations. The R/A address **must** be a Utah street address. The R/A (or representative of the R/A if it is a company) must sign accepting appointment as such. A corporation may not serve as its own Registered Agent.
- 6. Incorporator(s):** Provide the name, address and signature of the corporation’s incorporator - attach an additional sheet including each of the incorporators’ names, addresses and signatures if there are more than one.
- 7. Officer(s):** The name, position held and residence address of each of the corporation’s officers. Once the name of an officer has been entered, use the drop-down box to select the position held by that person (type in a position title if a specific position isn’t included in the list). A professional corporation needs to have at least one officer.  
**\*\* Officers MUST be licensed professionals in the same specific professional service for which the corporation is organized – with the exception of the positions of “Treasurer” or “Secretary.”**
- 8. Director(s):** The name and residence address of each of the corporation’s directors.  
**\*\* Directors MUST be licensed professionals in the same specific professional service for which the corporation is organized.**
- 9. Shareholder(s):** The name and residence address of each of the corporation’s shareholders.  
**\*\* Shareholders MUST be licensed professionals in the same specific professional service for which the corporation is organized.**
- 10. Principal Address:** The primary address at which the corporation will be located (optional).

**Mailing/Fax Information:**

<b>Mail In:</b> PO Box 146705 Salt Lake City, UT 84114-6705
<b>Walk In:</b> 160 East 300 South, Main Floor
<b>Information Center:</b> (801) 530-4849
<b>Toll Free:</b> (877) 526-3994 (within Utah)
<b>Fax:</b> (801) 530-6438