

RETURN TO: STATE CORPORATION COMMISSION
CORPORATION DEPARTMENT
P.O. BOX 1269, SANTA FE, NEW MEXICO 87504-1269

NONPROFIT CORPORATE REPORT

TO THE STATE CORPORATION COMMISSION OF NEW MEXICO

Please type or print legibly
Instructions on next page

>> _____ **SUPPLEMENTAL**

1. EXACT
CORPORATE
NAME
AND
U.S. MAILING
ADDRESS

2. PRINCIPAL PLACE OF BUSINESS IN NEW MEXICO

3. PRINCIPAL OFFICE OUTSIDE NEW MEXICO
(if different from registered office in state of incorp)

4. NMSCC Certificate
of Incorporation /
Authority Number

STREET _____

STREET _____

CITY, ZIP _____

CITY, STATE, ZIP _____

refer to above number
in all correspondence

5. NM Tax & Revenue ID

6. FOREIGN CORPORATION - REGISTERED OFFICE IN STATE OF INCORPORATION

7. STATE OR COUNTRY
OF INCORPORATION

STREET _____

CITY, STATE, ZIP _____

8. REGISTERED AGENT AND OFFICE LOCATED WITHIN NEW MEXICO FOR SERVICE OF PROCESS
(filing corporation cannot be its own agent)

NAME _____

STREET _____
(post office box unacceptable unless geographical location is given)

CITY, ZIP _____

9. The names and addresses of ALL Officers and Directors of the Corporation are: (Refer to instruction No. 9 for additional information
requiring Officers identified accordingly as Directors, as the case may be. A New Mexico Corporation shall have not less than three
directors.)

OFFICE/TITLE _____ NAME AND ADDRESS _____

Director _____

Director _____

Director _____
(attach schedule if needed)

The character of its business in New Mexico, briefly stated, is _____

10. Under penalties of perjury, we declare and affirm that we have examined this report, including the accompanying schedules and
statements and that all statements contained therein are true and correct.

Dated _____ (signature and title) _____

(signature and title) _____

The Report shall be signed and sworn to by **any two** of its directors or officers. If the corporation is in the hands of a receiver or trustee, the
Report shall be executed on behalf of the corporation by the receiver or trustee.

11. **PAYMENT OF FILING FEE AND LATE FILING PENALTY:**

NMSCC Office Use Only

(a) Filing fee due on Corporate Report.....(a) \$ 10.00

(b) Ten Dollars Late Filing Fee Penalty.....(b) \$ _____

**(IRS or SCC Valid extension, if any, must be submitted
with report at time of submission)**

(c) TOTAL AMOUNT DUE WITH CORPORATE REPORT (lines a+b)....(c) \$ _____

PLEASE DO NOT SUBMIT CASH FOR PAYMENT

**Amount Postmark
Remitted Date**

\$10.00 Filing Fee and the Corporate Report are due on or before the fifteenth day of the FIFTH month following the end of the corporation's taxable year except that the First Report shall be filed within thirty days from date of incorporation or qualification in New Mexico. \$10 Late Filing Penalty is required if the Report is untimely.

1. Enter exact corporate name and acceptable United States of America (USA) postal mailing address. Outside of the Continental USA, complete mailing address must be given to meet postal delivery requirements.
2. Enter principal place of business in New Mexico. Enter "NONE," if applicable.
3. Enter principal office outside of New Mexico, if different from the registered office in state or country of incorporation. Enter "NONE," if applicable.
4. Enter original NMSCC Certificate of Incorporation Authority Number issued by the Corporation Department or as assigned by computer pre-printed information.
5. Enter employer's ID number issued by the New Mexico Taxation and Revenue Department. Enter "APPLIED FOR" or "NONE," as applicable.
6. Enter Foreign corporation's registered address in state or country of incorporation which may be different from Item No.3 on principal office outside of New Mexico.
7. Enter Corporation's state or country of incorporation unless pre-printed or as corrected.
8. Enter Registered Agent and address located in New Mexico. Each corporation shall have and maintain in New Mexico: a) a registered office which may be but need not be the same as its place of business; and b) a registered agent, which agent may be either an individual resident in New Mexico whose business office is identical with the registered office, or a domestic corporation or a foreign corporation authorized to transact business in New Mexico, having a business office identical with the registered office. Agent's address must be acceptable for service of process purposes.
9. Officers and directors (Refer to 53-8-18, 53-8-18.1, 53-8-23, 53-8-83, and 53-2-10, NMSA 1978). Enter ALL officers and directors with respective addresses. Each New Mexico corporation shall have officers with titles and duties as shall be stated in the bylaws or in a resolution of the board of directors which is not inconsistent with the bylaws, and as many officers as may be necessary to enable the corporation to sign instruments required under the Nonprofit Corporation Act. One of the officers shall have the duty to record the proceedings of the meetings of the members and directors in a book to be kept for that purpose. In the absence of any provision, all officers shall be elected or appointed annually by the board of the directors. If the bylaws so provide, any two or more officers may be held by the same person.
Officers and directors shall be identified accordingly, i.e., identify if an officer is also a director and to meet statutory requirements. President or vice-president and secretary or assistant secretary are required to sign documents for filing purposes under the Nonprofit Corporation Act. The number of directors of a New Mexico Corporation shall be not less than three. Each director shall hold office for the term for which he/she is elected and appointed until his successor shall have been elected and qualified.

53-2-10. PRIVATE REMEDY.

- A. Any person who suffers any loss of money or property as result of being designated a director of a corporation without giving his consent may bring an action against the designating corporation to recover actual damages or one thousand dollars (\$1,000), whichever is greater.
 - B. The court may award attorneys' fees and costs to the party injured as a result of the director designation if he prevails. The court may award attorneys' fees to the corporation charged if the court finds that the action brought against the corporation was groundless.
 - C. The relief provided in this section is in addition to remedies otherwise available against the same conduct under the common law or other statutes of this state.
10. 53-8-89. Corporate reports: affirmation: penalty.
- A. All reports required to be filed with the commission pursuant to the Nonprofit Corporation Act shall contain the following affirmation: "Under penalties of perjury, I declare and affirm that I have examined this report, including the accompanying schedules and statement., and that all statements contained therein are true and correct."
 - B. Any person who makes and subscribes any report required under the Nonprofit Corporation Act that contain a false statement, which statement is known to be false by such person, is guilty of perjury and upon conviction shall be punished as provided for in the perjury statutes of this state. The Report shall be signed and sworn to by any two of its directors or officers. If the corporation is in the hands of a receiver or trustee, the report shall be executed on behalf of the corporation by the receiver or trustee. A copy of the report shall be maintained at the corporation's principal place of business as contained in the report and shall be made available to the general public for inspection during regular business hours.
11. Application for period of extension. Any corporation may, upon application to the Commission by the due date upon which a report is required to be filed, petition the Commission for an extension of time. The Commission may, for good cause, extend for no more than a total of twelve months the date on which the payment of any fee is required. Attach a copy of the SCC extension to the required Report. The Commission shall, when an extension of time has been granted a nonprofit corporation under the United States Internal Revenue Code for the time in which to file a Report, grant the corporation the same extension of time provided that a copy of the approved (signed) federal extension of time (IRS 2758) is attached to the corporation's Report.

For a corporation for which no taxable year period has been determined, the Commission will presume that the corporation's taxable year ends December 31 and the corporation will report on a calendar year basis. A corporation will notify the Commission, in writing, of any changes affecting a taxable year-end reporting period.

A supplemental report shall be filed within thirty days if, after the filing of the corporate report, a change is made in: 1) the name of the corporation; 2) mailing address, street address of the registered agent and/or office; the name or address of any directors or officers or the date when the term of office of each expires; or the character of its business and its principal place of business within or without the state.

Contact the Commission for instructions on filing Statement of Suspension of Business, in lieu of Report, for a dormant corporation.