



How To Find your Washington Articles of Incorporation

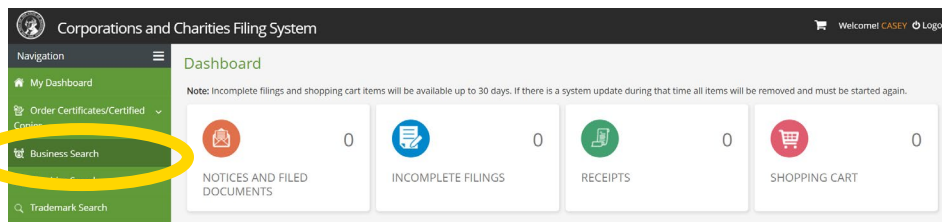
In Washington state, Articles of Incorporation are the foundational legal document used to establish a nonprofit corporation. Approval of this document secures your organization's legal name and creates a new entity for the nonprofit at the state level. Please note that having state-level nonprofit status does not confer federal 501(c)(3) status

If you are being asked to send 4Culture a copy of your Articles of Incorporation, it's likely the grant you are applying for requires your organization to be organized as a Washington Nonprofit Corporation at the state level. 4Culture will use your articles to confirm you are eligible to apply for this particular grant.

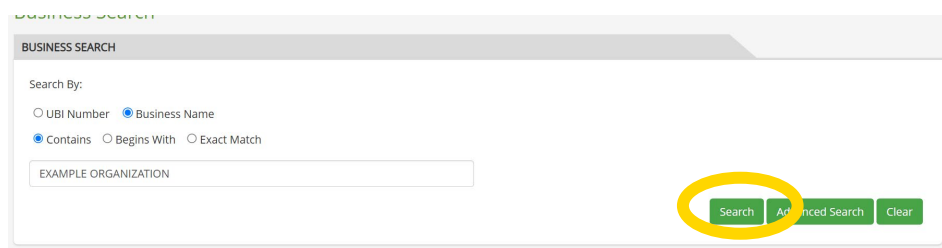
If you cannot find your organization's Certificate of Incorporation from Washington State, you can use these steps to access a copy from the Secretary of State's office.

NOTE: If you are applying with a fiscal sponsor, you still need Articles of Incorporation that are specific to your group. Check with 4Culture and/or your fiscal sponsor if you have questions about this.

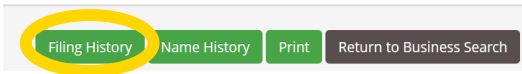
1. Go to <https://ccfs.sos.wa.gov/>
2. Log in or create an account on the Washington Corporations and Charities Filing System's website.
3. Select "Business Search" from the green bar on the lefthand side of the page.



4. Search for your organization using the name of your group or your Washington Unified Business Identifier (UBI) number. Then click the green "Search" button.



5. Click on the name of your organization from the resulting list.
6. Scroll down to the bottom of your Business Information page. Then click the green "Filing History" button.



7. Scroll down to the bottom of the list of documents filed and click "View Documents" next to where it says, "Articles of Incorporation".

0004750857	02/22/2003 12:00:00 AM	ANNUAL REPORT	View Documents
0004652364	01/15/2002 12:00:00 AM	ANNUAL REPORT	View Documents
0004133917	02/20/2001 12:00:00 AM	ARTICLES OF INCORPORATION	View Documents

8. Click the document icon in the pop-up window under where it says "Action" to download your incorporation documents.

