

LLC Filing Instructions for Prairie Tech Solutions LLC

Prepared for James White | Forming in North Dakota
Start With Genie – Your personal LLC assistant
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1. Why This Step Matters

Filing your Articles of Organization is what officially creates your LLC with the state. Once approved, your business becomes legally recognized and ready to operate.

2. What You'll Need

Business name: Prairie Tech Solutions LLC (your official name must include "LLC," "L.L.C.," or "Limited Liability Company")

Owner name(s): James White

Business address: 123 Main Street, Fargo, ND 58102

Address Tip: You can usually use your home address, but it must be a physical location — no PO Boxes. If you want privacy, a virtual office address may be an option.

Registered Agent (you or someone else in North Dakota)

What's a Registered Agent? This is the person or business responsible for receiving legal documents on behalf of your LLC. You can be your own agent if you're a North Dakota resident with a physical address.

Management structure: Member-managed

Filing website login (some states require creating an account)

3. Filing Details for North Dakota

Here's what you need to know to file your LLC:

Filing Fee: \$135

Processing Time: 1-2 business days

Where to File: <https://sos.nd.gov>

(This is the official Secretary of State or business portal for North Dakota)

4. Step-by-Step Instructions

Go to the link above and create an account (if required)

Select "Form a New LLC" or "Articles of Organization"

Enter your business and owner information:

- For Business Name, enter "Prairie Tech Solutions LLC"**
- Under Principal Office Address, use your business address**
- For Organizers, list your name and title (e.g., "James White, Member")**
- For Management Type, choose "Member-managed"**

Add your Registered Agent information

Pay the filing fee online

Submit the application and wait for approval

5. After You File

Once approved, you'll receive a confirmation document or certificate from the state. Save this — you'll need it for your EIN, bank account, and taxes.

Next step: Apply for your EIN and sign your Operating Agreement.

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