



HELPING BUSINESS THRIVE

Efforts to Get Government
Out of the Way

[SOSMT.GOV/BUSINESS](https://sosmt.gov/business)



WHAT GETTING GOVERNMENT OUT OF THE WAY MEANS

- Lower barriers
- Simplify processes
- Improve support



There's a reason business is booming in Montana.

Secretary of State Christi Jacobsen is committed to making it easy to start and maintain a business in our state.

**24/7**

Access to business records and our online filing portal



Customer service from our knowledgeable, friendly staff

\$15.4 MILLION SAVED

For Montana businesses by **waiving the annual report fee** since 2024



Online chatbot to quickly answer FAQs & assist our customers



~~\$70~~ → **\$35**
Cut new registration fee in half to support startup businesses

Scan for our 24/7 Business Help Center:



 406.444.3665

 SOSbusiness@mt.gov

 biz.sosmt.gov

Setting Up Your Montana Nonprofit for 501(c)(3) Status

An Informational Guide from the Montana Secretary of State's Office

Starting a nonprofit is a powerful way to serve the communities of Montana. The Montana Secretary of State's Office is your first stop to form a nonprofit corporation, so you can then apply to the IRS for 501(c)(3) tax-exempt status.

YOUR TWO MAIN STEPS

FORM YOUR MONTANA NONPROFIT CORPORATION

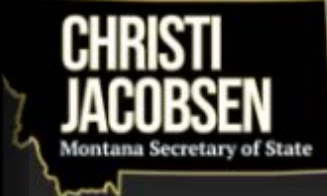
File Articles of Incorporation online with the Montana Secretary of State at biz.sosmt.gov/forms/business.

If you plan to seek 501(c)(3) status, be prepared to include or attach the IRS-required language when filing.

APPLY FOR FEDERAL 501(c)(3) STATUS

After formation with our office, submit your application for tax exemption to the IRS.

The IRS decides whether your organization qualifies as a 501(c)(3).



WHY SPECIFIC IRS LANGUAGE MATTERS

To qualify as a 501(c)(3), the IRS requires specific wording about your charitable purpose and what happens to assets if the nonprofit dissolves. This language is included in or attached to your Articles of Incorporation filed with our office, so your Montana organizing document supports your federal tax-exemption application.

For the exact sample language and instructions, visit the IRS resource: irs.gov/charities-non-profits/suggested-language-for-corporations-and-associations-per-publication-557.

HOW THE MONTANA SECRETARY OF STATE'S OFFICE HELPS



Provides online filing for nonprofit Articles of Incorporation.



Maintains your nonprofit's public records and annual reports to ensure you remain in good standing with the state.



Offers self-help tools and information to support accurate filings, including for organizations seeking 501(c)(3) recognition.

Thank you for helping strengthen Montana communities. The Montana Secretary of State's Office is honored to support your nonprofit's work and ongoing success.

NEED ADDITIONAL HELP?

 406.444.3665

 sosmt.gov/business/help-center





ACCESS & DIGITAL CONVENIENCE

- 24/7 access to our online filing portal
- Help center and chatbot – tutorials, FAQs, and live support
- Simple annual report filing – login not required if no changes are made
- Postcards and friendly reminders with step-by-step instructions

Montana Secretary of State Online Filing Portal Login

Existing User:

- Enter your username and password to login.

- OR -

- Forgot password? Click 'Reset Password' and follow the prompts.
- Forgot username? Click 'Forgot Username' and follow the prompts.

New User:

[CREATE AN ACCOUNT](#)

[Need Help?](#)

Username

Password

[LOGIN](#)

[Reset Password](#)

[Forgot Username?](#)

[State User Login](#)

BUSINESS SERVICES

Help Center & FAQ

Whether you're starting a new venture or managing an existing business, we're here to assist you every step of the way.

The **Chatbot** link below keeps you on this page and will "pop up" in a Chatbot interface. The **Knowledge Base** is for those who find the Chatbot difficult to navigate and is a full-screen web page where you can search our help articles.

Support Channels:

- [Chatbot Support](#)
- [Business Help Articles](#)

Top Resources:

- [Watch Video: How to Register a Business in Montana](#)
- [Business Startup Resources](#)
- [501\(c\)\(3\) Status](#)
- [Business Structures](#)



CHRISTI JACOBSEN
MONTANA SECRETARY OF STATE

Business Services Help Center.

Search for help

The team can help if needed

[HOW TO REINSTATE YOUR BUSINESS](#)

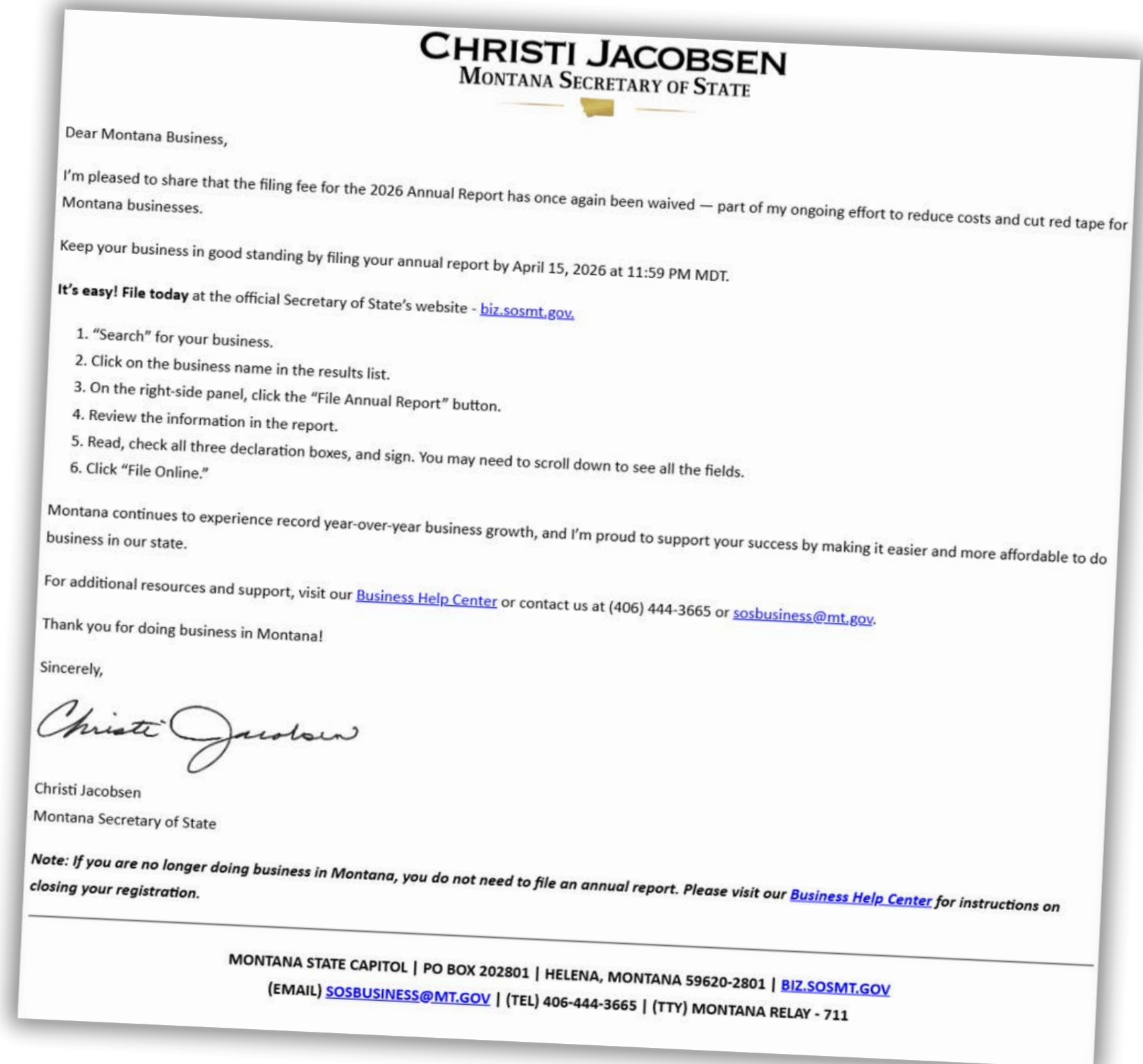
[Reinstate a Business](#)

[Help](#) [Messages](#)

ONLINE CHATBOT



CLEARER COMMUNICATION & SELF SERVICE



ANNUAL REPORT REMINDER EMAIL



SERVICE MODEL & STAFFING

New business
welcome packets

Chatbot utilizing
AI and our team

Knowledgeable and
friendly agents
available to answer
questions 8 AM to 5 PM

Business-friendly tone
in all communications

Flexible staffing for
peak periods





CULTURE & CUSTOMER EXPERIENCE



Steph went above and beyond, helping me over the phone and through the website; she was patient, friendly, and great to work with.

— Andy



I just have to tell you how awesome it is to call this office. You all have been so kind and helpful. The best government agency I've dealt with so far!



"Either you hired really, really well, or you trained really, really well, or both! Kimberly was absolutely spectacular, taking me page by page through the form to dissolve my business registration, and she wasn't even bothered by it. She was wonderful and did a great job, and I wanted you to know that."

— Jeff B.



Brandt was absolutely fabulous—businesslike, patient, and extremely helpful. He coached me through the process for over an hour and a half, ensuring everything went smoothly. I'm no tech guru, but he worked with me every step of the way and got all three of my LLC's taken care of.

Thank you, Brandt and team, for your excellent work and genuine customer care. You made this experience both productive and enjoyable!

— Ben U.



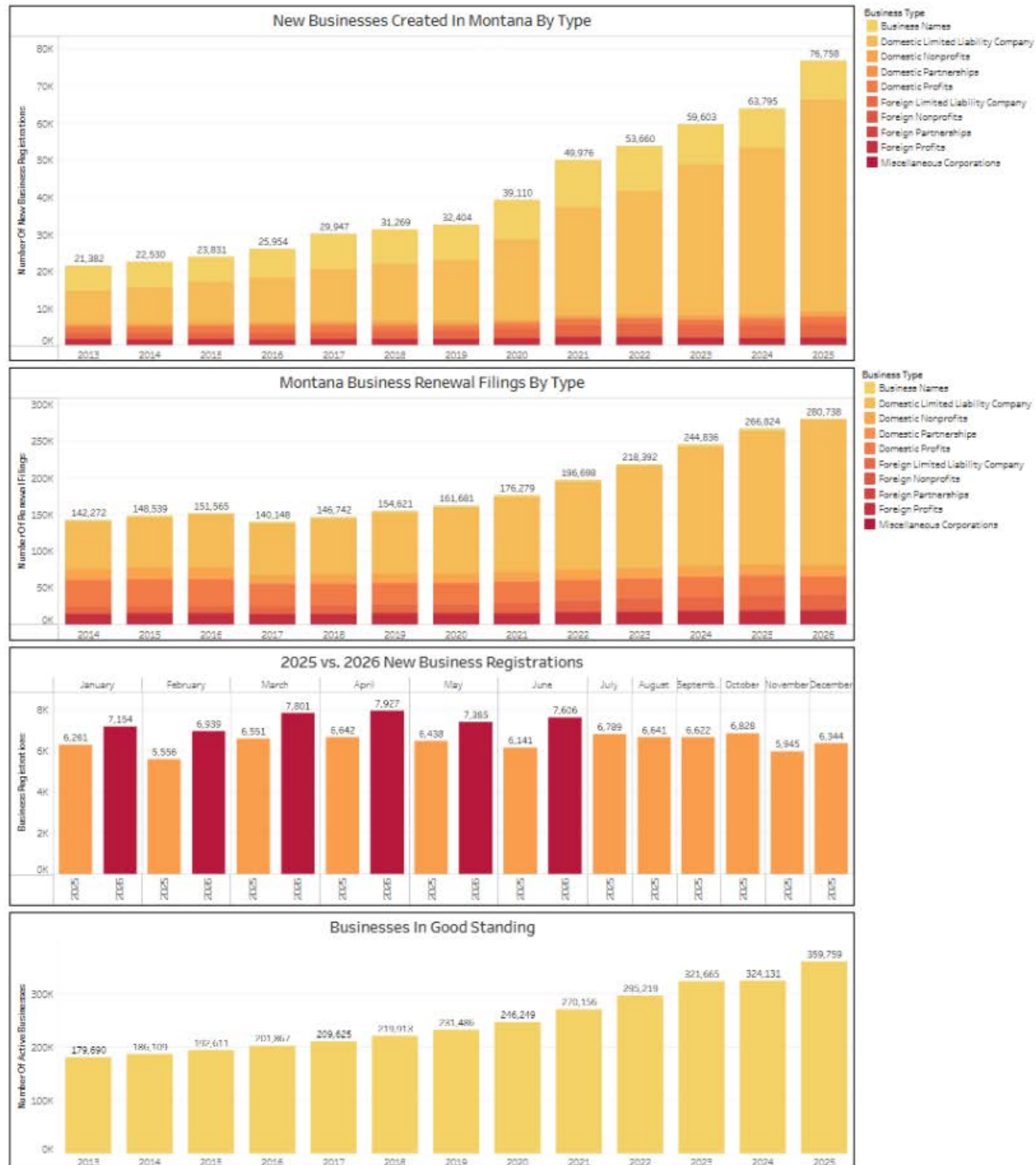
CUTTING COST, NOT CORNERS

REDUCING FEES	ANNUAL REPORTS	LOWERING COMPLIANCE BURDEN
Free filings and updates (dissolution, withdrawals, record and name changes) — lower closure, compliance, and routine costs for businesses. New business registration fees cut in half — lowers the cost to get started. Eliminated several other filing fees altogether — fewer charges for routine business transactions.	Free annual report filing through April 15 Four straight years of fee relief: 2024, 2025, 2026, and 2027. Earlier filing, less stress — more businesses are completing reports in January and February rather than at the last minute.	Online filing portal — registration, annual reports, and business record updates — simpler compliance. “No change” annual report filing and prefilled business information — less time spent on routine filings. Direct help through the Business Help Center, chatbot, and filing guidance = fewer errors and less confusion.

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MAKING IT EASIER TO GET STARTED

~~\$70~~ → **\$35** Cut new registration fee in **half** to support startup businesses



Improving partnerships with our system vendor, local and state chambers, associations, and other state agencies



Montana Business Economic Report — real-time insight into business growth and the state's business climate



WORKING BETTER TOGETHER

Which process in your office is still harder than it needs to be?



Thank You

Contact Us

Angela: 406.444.2087

Laura: 406.444.0489

Website: sosmt.gov/business



**CHRISTI
JACOBSEN**
Montana Secretary of State