

Proof of Business

Reference Sheet

(Examples for each of the 5 individual US Territories)

Includes:

- **Certificate Name**
- **Issuing Authority**
- **Sample Image of what it looks like (if available)**
- **Any special instructions / information**

Table of Contents (the individual US Territories)

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CERTIFICATE OF GOOD STANDING

I, **Veronica Ferraiuoli Hornedo**, Secretary of State of the Government of Puerto Rico,

CERTIFY: That, *****Redacted*****, register number _____ a **for profit domestic corporation**, organized under the laws of Puerto Rico on **February 27, 1974**, has complied with the filing of its Annual Reports.



IN WITNESS WHEREOF, the undersigned by virtue of the authority vested by law, hereby issues this certificate and affixes the Great Seal of the Government of Puerto Rico, in the City of San Juan, Puerto Rico, today, **February 27, 2025**.



Veronica Ferraiuoli Hornedo
Secretary of State

To validate this certificate go to:

<https://estado.pr.gov/>

This certificate is valid for one (1) year from issue date (Regulation 8688, Art. 26). However, it is subject to faithful compliance with the provisions of Chapter XV and Chapter XXI of Act 164-2009, as applicable.

Certificate Validation Number:

Puerto Rico Certificate Name:

- Certificate of Good Standing

Issuing Authority:

- Puerto Rico Secretary of State

URL:

<https://rcp.estado.pr.gov/en/search?m=oc>

Certificate of Good Standing

Request Certificate of Good Standing

The information required for the online application consists of the name of the applicant and the email address where the correspondence will be emailed. The fee for a Certificate of Good Standing is as follows:

- For-profit Corporation - \$15.00
- Limited Liability Corporation - \$25.00
- Nonprofit Corporation - \$0.00

Validate Certificate of Good Standing

Entities can validate their Certificate of Good Standing an unlimited number of times until its expiration date. Expiration date is one (1) year from issue date.

The expiration date can be located on the bottom of the certificate, right above the validation number. To validate the certificate, enter the Certificate Validation Number. When the certificate is found the screen will display the certificate's information. Print the page to have evidence of the validation.

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Guam Certificate Name:

- Certificate of Existence / Status

Issuing Authority:

- Guam Department of Revenue and Taxation (DRT)

URL:

<https://rcp.estado.pr.gov/en/search?m=oc>

Issued by the **Business License Branch** of the DRT, this certificate confirms your entity is legally registered and compliant with Guam's business laws.

•Where to request:

Contact the Business License Branch via email at or visit GuamTax.com.

Requirements:

- Your business must be registered and active.
- You may need to provide your Business License number or entity name.
- Ensure all taxes and filings are current.

Cost: Varies depending on the type of entity and delivery method.

Delivery: Certificates may be emailed or picked up in person.

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American Samoa Certificate Name:

- Certificate of Good Standing

Issuing Authority:

- American Samoa Department of Commerce

URL:

<https://www.doc.as.gov/>

Issued by the **American Samoa Department of Commerce**, this certificate confirms your entity is legally registered and compliant with local laws.

Where to request: Contact the **Business Registration Office** at the Department of Commerce. You may need to visit in person or reach out via phone or email.

Requirements:

Your business must be active and current with filings and fees.

You'll likely need to provide your **Articles of Organization**, **Business License**, and **Annual Report**.

Cost: Typically, around **\$50**, but may vary depending on entity type and processing speed.

Delivery: Certificates are usually issued in **hard copy** and may take a few business days.

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Northern Mariana Islands Certificate Name:

- Certificate of Good Standing

Issuing Authority:

- Northern Mariana Islands Department of Labor

URL:

<https://labor.cnmi.gov/request-for-good-standing/>

This is an online option to submit a request for a Certificate of Good Standing.

Businesses can still request for this certificate in person at the Administrative Services Building 1356 in Capitol Hill.

Please call (670) 664-3196 for more information.



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US Virgin Islands Certificate Name:

- Certificate of Good Standing

Issuing Authority:

- US Virgin Islands Department of Labor

URL:

https://www.corporationsandtrademarks.vi.gov/usvi-master/viewInstance/view.html?id=f17985a3ec3617a0df4fc8ce7458db8a5a0cf61fd33663fe&_timestamp=4033661498109202

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Business Entity and Trade Name Online Registry

Welcome to the business entity and trade name online filing application of the United States Virgin Islands. This application allows prospective businesses and trade name filers to easily submit payment and documents online as well as maintain business activity and history in one location. Click the **Corporation Search** button above to search registry without creating a user account. For all other features, please register or activate a new account. Returning users shall logon to access their dashboard.

Using the registry allows the business community to:

- Submit all forms and payments online.
- Request copies and certificates for immediate access.
- Perform online searches.
- Review returned forms for re-submission when applicable.
- Receive reminders of due dates for Business Entity Annual Reports and Trade Name Renewals.