

This guide is intended to serve as a companion for museums in Texas to the AASLH position paper titled [“What’s Next? A Guide to Museums Transitions and Closures.”](#)

Texas Secretary of State

The Secretary of State’s [Guide for Nonprofit Organizations](#) includes guidelines on nonprofit mergers and conversions (page 14). [Form 624](#) is the Certificate of Merge for Nonprofit Corporations. [Form 652](#) is the Certificate of Termination of a Domestic Nonprofit Corporation or Cooperative Association.

A copy of Texas nonprofits’ certificate of formation or other filing documents maintained by the secretary of state can be obtained by contacting corpcert@sos.texas.gov or 512-463-5555. The documents may also be viewed and copies ordered through [SOSDirect](#).

The secretary of state does not maintain the bylaws or tax-exempt filings of any nonprofit organization. Some organizations that have obtained tax-exempt status from the [Internal Revenue Service](#) are required to make certain documents available to the public. Bylaws may be available if included as part of the organization’s application for exemption.

Texas State Attorney General

The Office of the Attorney General (OAG) has oversight of the over 80,000 active charitable organizations in Texas, and the OAG reviews transactions involving the conversion of nonprofit, charitable entities to for-profit entities, including sales, transfers, or mergers. The [Charitable Trusts Section](#) lists [required notice provisions](#).

Texas CBAR

[Texas CBAR](#) is a statewide attorney referral program that provides free legal help to eligible nonprofit groups that cannot otherwise afford legal services.

Texas Historical Commission

[Museum Services](#) is available to provide support throughout the process of closure, merger, or transition.

The [Texas Historic Sites Atlas](#) lists sites recognized as National Historic Landmarks, National Register of Historic Places, State Antiquities Landmarks, and Recorded Texas Historic Landmarks, as well as history museums in Texas open 120+ days per year.

The [regional reviewer from the Division of Architecture](#) should be involved in any easements, covenants, sales, or work related to an [historic property](#).

Texas Property Codes

Title 6A. Property Loaned to Museums

Chapter 80. Ownership, Conservation, and Disposition of Property Loaned to Museums

[This chapter](#) of the Property Code covers notice to lenders, abandoned property, intent to terminate a loan, the conservation or disposal of loaned property, and actions to recover property. A museum loan is considered abandoned property if the museum can establish that an object has been in their care for 15 years and no lender can be identified. Other Texas laws pertinent to museums can be found [here](#).