

PI3000042767

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EFFECTIVE DATE

7-11-13

FILED
SECRETARY OF STATE
DIVISION OF CORPORATION
13 JUL -8 PM 2:20

JUL 11 2013

T. BROWN

COVER LETTER

TO: Amendment Section
Division of Corporations

NAME OF CORPORATION: MATOTT, KOCH & ASSOCIATES, INC.

DOCUMENT NUMBER: P13000042767

The enclosed *Articles of Amendment* and fee are submitted for filing.

Please return all correspondence concerning this matter to the following:

Norman R. Koch

Name of Contact Person

COMMERCIAL INSURANCE SERVICES, INC.

Firm/ Company

13537 US Highway 1, Suite 124

Address

Sebastian, FL 32958

City/ State and Zip Code

norman@wethekoch.com

E-mail address: (to be used for future annual report notification)

For further information concerning this matter, please call:

Norman R. Koch

Name of Contact Person

at (786) 271-6261

Area Code & Daytime Telephone Number

Enclosed is a check for the following amount made payable to the Florida Department of State:

☐ \$35 Filing Fee

☒ \$43.75 Filing Fee &
Certificate of Status

☐ \$43.75 Filing Fee &
Certified Copy
(Additional copy is
enclosed)

☐ \$52.50 Filing Fee
Certificate of Status
Certified Copy
(Additional Copy
is enclosed)

Mailing Address

Amendment Section
Division of Corporations
P.O. Box 6327
Tallahassee, FL 32314

Street Address

Amendment Section
Division of Corporations
Clifton Building
2661 Executive Center Circle
Tallahassee, FL 32301

Articles of Amendment
to
Articles of Incorporation
of

FILED
SECRETARY OF STATE
DIVISION OF CORPORATIONS
13 JUL -8 PM 2:20

MATOTT, KOCH & ASSOCIATES, INC.

(Name of Corporation as currently filed with the Florida Dept. of State)

P13000042767

(Document Number of Corporation (if known))

EFFECTIVE DATE

7-11-13

Pursuant to the provisions of section 607.1006, Florida Statutes, this *Florida Profit Corporation* adopts the following amendment(s) to its Articles of Incorporation:

A. If amending name, enter the new name of the corporation:

COMMERCIAL INSURANCE SERVICES, INC.

The new name must be distinguishable and contain the word "corporation," "company," or "incorporated" or the abbreviation "Corp.," "Inc.," or "Co.," or the designation "Corp.," "Inc.," or "Co." A professional corporation name must contain the word "chartered," "professional association," or the abbreviation "P.A."

B. Enter new principal office address, if applicable:

(Principal office address MUST BE A STREET ADDRESS)

The 1900 Building

1900 S. Harbor City Blvd., Suite 301

Melbourne, FL 32901

C. Enter new mailing address, if applicable:

(Mailing address MAY BE A POST OFFICE BOX)

13537 US Highway 1, Suite 124

Sebastian, FL 32958

D. If amending the registered agent and/or registered office address in Florida, enter the name of the new registered agent and/or the new registered office address:

Name of New Registered Agent N/A

(Florida street address)

New Registered Office Address: _____, Florida _____
(City) (Zip Code)

New Registered Agent's Signature, if changing Registered Agent:

I hereby accept the appointment as registered agent. I am familiar with and accept the obligations of the position.

Signature of New Registered Agent, if changing

If amending the Officers and/or Directors, enter the title and name of each officer/director being removed and title, name, and address of each Officer and/or Director being added:

(Attach additional sheets, if necessary)

Please note the officer/director title by the first letter of the office title:

P = President; V= Vice President; T= Treasurer; S= Secretary; D= Director; TR= Trustee; C = Chairman or Clerk; CEO = Chief Executive Officer; CFO = Chief Financial Officer. If an officer/director holds more than one title, list the first letter of each office held. President, Treasurer, Director would be PTD.

Changes should be noted in the following manner. Currently John Doe is listed as the PST and Mike Jones is listed as the V. There is a change, Mike Jones leaves the corporation, Sally Smith is named the V and S. These should be noted as John Doe, PT as a Change, Mike Jones, V as Remove, and Sally Smith, SV as an Add.

Example:

☒ Change PT John Doe

☐ Remove V Mike Jones

☒ Add SV Sally Smith

Type of Action (Check One)	Title	Name	Address
1) ☐ Change	<u>V</u>	<u>ELLSWORTH W MATOTT II</u>	<u>9871 RIVERVIEW DRIVE</u>
☐ Add			<u>SEBASTIAN, FL. 32976 US</u>
☒ Remove			
2) ☐ Change	<u>Sec.</u>	<u>SANDRA G FEARON</u>	<u>9871 RIVERVIEW DRIVE</u>
☐ Add			<u>SEBASTIAN, FL. 32976 US</u>
☒ Remove			
3) ☐ Change		<u>N/A</u>	
☐ Add			
☐ Remove			
4) ☐ Change		<u>N/A</u>	
☐ Add			
☐ Remove			
5) ☐ Change		<u>N/A</u>	
☐ Add			
☐ Remove			
6) ☐ Change		<u>N/A</u>	
☐ Add			
☐ Remove			

E. If amending or adding additional Articles, enter change(s) here:

(Attach additional sheets, if necessary). (Be specific)

Article II

To be amended as to include our new office address :

The 1900 Building

1900 S. Harbor City Blvd., Suite 301

Melbourne, FL 32901

F. If an amendment provides for an exchange, reclassification, or cancellation of issued shares, provisions for implementing the amendment if not contained in the amendment itself:

(if not applicable, indicate N/A)

N/A

The date of each amendment(s) adoption: July 03, 2013

Effective date if applicable: July 11, 2013

(no more than 90 days after amendment file date)

Adoption of Amendment(s) (CHECK ONE)

- ☐ The amendment(s) was/were adopted by the shareholders. The number of votes cast for the amendment(s) by the shareholders was/were sufficient for approval.
- ☐ The amendment(s) was/were approved by the shareholders through voting groups. *The following statement must be separately provided for each voting group entitled to vote separately on the amendment(s):*

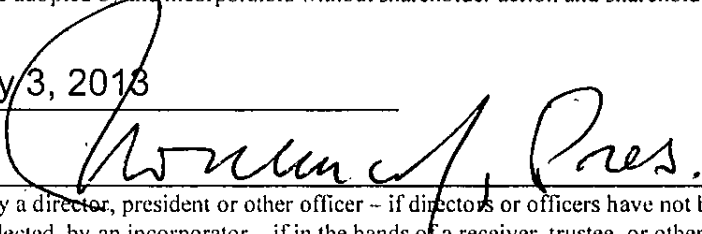
"The number of votes cast for the amendment(s) was/were sufficient for approval

by N/A."
(voting group)

- ☒ The amendment(s) was/were adopted by the board of directors without shareholder action and shareholder action was not required.
- ☐ The amendment(s) was/were adopted by the incorporators without shareholder action and shareholder action was not required.

Dated July 3, 2013

Signature


(By a director, president or other officer – if directors or officers have not been selected, by an incorporator – if in the hands of a receiver, trustee, or other court appointed fiduciary by that fiduciary)

Norman R. Koch

(Typed or printed name of person signing)

President

(Title of person signing)