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JEANNE M. O'NEILL-HAYS, CLA  
SECRETARIAL AND PARALEGAL SERVICES  
1005 Whittier Circle  
Oviedo, Florida 32765-7090  
Telephone: (407) 359-2691  
Facsimile: (407) 971-0309

499.001

June 21, 1999

Division of Corporations  
409 East Gaines Street  
Tallahassee, Florida 32399

Dear Ladies/Gentlemen:

Enclosed are the Articles of Incorporation for Secretarial and Paralegal Services, Inc. along with my check in the amount of \$70.00 for filing of the Articles and Designation of Resident Agent:

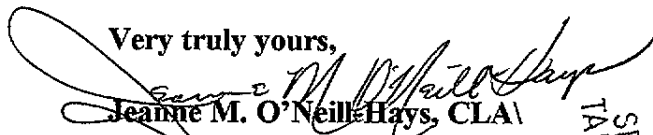
Certificate of Incorporation \$35.00  
Designation of Resident Agent 35.00

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-06/25/99--01072--019  
\*\*\*\*\*70.00 \*\*\*\*\*70.00

I also enclose a stamped addressed envelope and would appreciate receiving a conformed copy of the Articles of Incorporation.

If there is anything further you require, please call me at (407) 359-2691.

Very truly yours,

  
Jeanne M. O'Neill-Hays, CLA  
Certified Legal Assistant

Enclosures - as stated

FILED  
99 JUN 25 PM 9:24  
SECRETARY OF STATE  
TALLAHASSEE, FLORIDA

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99 JUN 25 PM 9:24  
SECRETARY OF STATE  
TALLAHASSEE, FLORIDA

**SECRETARIAL AND PARALEGAL SERVICES, INC.**  
**A Florida Corporation**

**ARTICLE I - NAME AND PRINCIPAL PLACE OF BUSINESS**

The name of this corporation is, **SECRETARIAL AND PARALEGAL SERVICES, INC.**, and its principal place of business shall be located at 1005 Whittier Circle, Oviedo, Florida 32765-7090.

**ARTICLE II - DURATION**

This corporation shall have perpetual existence commencing on the date of this filing of these Articles of Incorporation with the Department of State.

**ARTICLE III - PURPOSE**

This corporation is organized for the purpose of transacting any and all lawful business.

**ARTICLE IV - CAPITAL STOCK**

This corporation is authorized to issue One Thousand (1,000) shares of common stock at One Dollar (\$1.00) par value, which shall be designated as "Common Shares."

**ARTICLE V - PRE-EMPTIVE RIGHTS**

Every shareholder, upon the sale for cash of any new stock of this corporation shall have the right to purchase his pro-rata share thereof (as nearly as may be done without

issuance of fractional shares) at the price at which is offered to others.

**ARTICLE VI - INITIAL REGISTER OFFICE AND AGENT**

The street address of the initial registered office of this corporation is: 1005 Whittier Circle, Oviedo, Florida 32765-7090, and the name of the initial registered agent of this corporation at that address is Alvin G. Hays, Jr.

**ARTICLE VII - INCORPORATION**


The name and the address of the Incorporator signing these Articles is Jeanne M. O'Neill-Hays, 1005 Whittier Circle, Oviedo, Florida 32765-7090.

**ARTICLE VIII - AMENDMENT**

This corporation reserves the right to amend or repeal any provision contained in these Articles of Incorporation, or any amendment hereto, and any right conferred upon the shareholders is subject to this reservation. Articles may be amended at any time by a majority vote of the shareholders.

IN WITNESS WHEREOF, the undersigned incorporator has executed these Articles of Incorporation on the date of signing.


Dated: June 21, 1999.

  
JEANNE M. O'NEILL-HAYS, INCORPORATOR

**ACCEPTANCE OF DESIGNATION OF REGISTERED AGENT**

Having been named at Registered Agent, and to accept service of process for the above-stated corporation, at the place designated in this Certificate, I hereby agree to act in this capacity. I further agree to comply with the provisions of all statutes relating to the proper and complete performance of my duties, and I am familiar with, and accept, the obligations of my position as Registered Agent.

Dated: June 21, 1999.

  
ALVIN G. HAYS, JR.

**FILED**  
99 JUN 25 PM 9: 24  
SECRETARY OF STATE  
TALLAHASSEE, FLORIDA