

F95000003720

TRANSMITTAL LETTER

TO: QUALIFICATION/REGISTRATION SECTION  
DIVISION OF CORPORATIONS

W 95 - 7296

SUBJECT: INTERNATIONAL VALIDATION FORUM, INC.  
(Name of corporation)

Dear Sir or Madam:

The enclosed "Application by Foreign Not For Profit Corporation for Authorization to Conduct Its Affairs in Florida", "Certificate of Existence", and check are submitted to register the above referenced foreign nonprofit corporation to conduct its affairs in Florida.

Please return all correspondence concerning this matter to the following:

JANIE SPELTON  
(Name of Person)

INTERNATIONAL VALIDATION FORUM, INC  
(Firm/Company)

P.O. BOX 4080  
(Address)

KEY WEST, FL. 33041  
(City, State and Zip Code)

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SECRETARY OF STATE  
TALLAHASSEE, FLORIDA

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For further information concerning this matter, please call:

JANIE SPELTON at (305) 935-9247.  
(Name of Person) Area Code & Daytime Telephone Number

COURIER ADDRESS:  
Qualification/Registration Sec.  
Division of Corporations  
409 E. Gaines St.  
Tallahassee, FL 32399

MAILING ADDRESS:  
Qualification/Registration Sec.  
Division of Corporations  
P. O. Box 6327  
Tallahassee, FL 32314

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FLORIDA DEPARTMENT OF STATE  
Sandra B. Mortham  
Secretary of State

April 5, 1995

INTERNATIONAL VALIDATION FORUM, INC.  
JANIE SPELTON  
P.O. BOX 4080  
KEY WEST, FL 33041

SUBJECT: INTERNATIONAL VALIDATION FORUM, INC.  
Ref. Number: W95000007296

We have received your document for INTERNATIONAL VALIDATION FORUM, INC. and your check(s) totalling \$70.00. However, the enclosed document has not been filed and is being returned for the following correction(s):

You must list your Federal Employer Identification Number in the appropriate block. If applied for, enter "applied for", or if not applicable, enter "N/A".

The date first transacted business in Florida within the meaning of s. 607.1501, F.S., must be set forth in section 6 of the application. If the corporation has not yet transacted business in Florida within this meaning, please insert the words "upon qualification" in lieu of a date. (Note: Pursuant to s. 607.1502(4), F.S., this office is required to collect the minimum civil penalty of \$500 for each year other than the application filing year, that a foreign corporation transacts business in this state without authority along with the past annual report fees due this office.)

A certificate of existence, dated no more than 90 days prior to the delivery of the application to the Department of State, duly authenticated by the secretary of state or other official having custody of the records in the jurisdiction under the laws of which it is incorporated/organized, must be submitted to this office. A translation of the certificate under oath of the translator must be attached to a certificate which is in a language other than the English language. A photocopy of this certificate is not acceptable.

Please list the street address of each officer/director. If the officer/director does not have a street address, list the mailing address and write (N/A).

Please return your document, along with a copy of this letter, within 60 days or your filing will be considered abandoned.

If you have any questions concerning the filing of your document, please call (904) 487-6093.

Freta Lott  
Corporate Specialist Supervisor

Letter Number: 595A00015368

APPLICATION BY FOREIGN NOT FOR PROFIT CORPORATION FOR  
AUTHORIZATION TO CONDUCT ITS AFFAIRS IN FLORIDA

IN COMPLIANCE WITH SECTION 617.1503, FLORIDA STATUTES, THE FOLLOWING IS  
SUBMITTED TO REGISTER A FOREIGN NOT FOR PROFIT CORPORATION FOR AUTHORIZA-  
TION TO CONDUCT ITS AFFAIRS IN THE STATE OF FLORIDA:

1. INTERNATIONAL VALIDATION FORUM, INC.

(Name of corporation: must include the word "INCORPORATED" or "CORPORATION" or words or abbrevia-  
tions of like import in language as will clearly indicate that it is a corporation instead of a natural person or  
partnership if not so contained in the name at present. "Company" or "Co." may not be used as a corporate  
suffix by a nonprofit corporation.)

2. NEW JERSEY

(State or country under the law of which it is incorporated)

3. EIN 65-0556406

(FEI number, if applicable)

4. 11-7-94

(Date of Incorporation)

5. PERPETUAL

(Duration: Year corp. will cease to exist or "perpetual")

6. UPON QUALIFICATION

(Date corporation first conducted affairs in Florida -  
See sections 617.1501, 617.1502, and 817.155, F.S.)

7. P.O. BOX 4080

KEY WEST, FL. 33041

(Current mailing address)

8. TO CONDUCT CORPORATION BUSINESS - SEE ADDENDUM

(Purpose(s) of corporation authorized in home state or country to be carried out in the state of Florida)

9. Name and street address of Florida registered agent:

JAMIE SPELTON

(Name)

2213 STAPLES AVE

(Office address)

KEY WEST, FL. 33040

(City)

, Florida, 33040

(Zip Code)

10. Registered agent's acceptance:

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

Jamie Spelton

(Registered agent's signature)

11. Attached is a certificate of existence duly authenticated, not more than 90 days prior to  
delivery of this application to the Department of State, by the Secretary of State or other official  
having custody of corporate records in the jurisdiction under the law of which it is incorporated.

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SECRETARY OF STATE  
TALLAHASSEE, FLORIDA

ADDENDUM



New Jersey Department of State  
Division of Commercial Recording  
Certificate of Incorporation, Nonprofit  
(Title 15A:2-8 New Jersey Domestic Nonprofit Corporation Act)

C-101 Rev. 12/93

INN  
FILED

This is to Certify that, there is hereby organized a corporation under and by virtue of the above noted statute of the New Jersey Statutes.

1. Name of Corporation: International Validation Forum, Inc. *Oh*

2. The purpose for which this corporation is organized is:

- a. To disseminate information and to support education and training related to validation.
- b. To set an industry accepted standard for validation professionals, and provide a method for certifying these professionals, in part through a comprehensive education/training program and through the grandfathering of individuals holding the Certified Validation Professional (CVP) credential, or its equivalent, as identified by the Advisory Board.
- c. To certify validation professionals working in the pharmaceutical, biologic, environmental laboratory and medical device industries in the U.S. and worldwide.
- d. To provide a better working relationship between the FDA and the industry.
- e. To provide a forum for discussion of national and international aspects of validation.

3. Registered Agent's Name: Hersh Kozlov, Esquire

4. Registered Office/Address: 1040 Route 70 East, Suite 200, Cherry Hill, NJ 08003

5. The corporation Shall have members. ☒ Yes. ☐ No. If yes, qualification will ☒ as set forth in the bylaws. ☐ as set forth herein (attach).

6. The rights and limitations of the different classes of members will be: ☒ as set forth in the by-laws. ☐ as set forth herein (attach).

7. The method of electing trustees will be: ☒ as set forth in the by-laws. ☐ as set forth herein (attach).

8. The first board of trustees shall consist of 8 trustees (Minimum of three, addresses cannot be that of the corporation).

Name	Address	City	State	Zip
Janie Spelton	3 Northgate Village,	Media,	PA	19063
Philip E. Sax	1810 Rolling Lane,	Cherry Hill,	NJ	08003
Sandy Weinberg	148 Kingwood Court,	Glen Mills,	PA	19342

9. The duration of the corporation is: perpetual

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11-7-94  
LORENA R. MOORE  
Secretary of State

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SECRETARY OF STATE  
TALLAHASSEE, FLORIDA

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10. Set forth Name and Address of Incorporator(s) (Address cannot be that of the corporation. Need one or more.):

Name	Address	City	State	Zip
Janie Spelton	3 Northgate Village,	Media,	PA	19003
Philip E. Sax	1810 Rolling Lane,	Cherry Hill,	NJ	08003
Sandy Weinberg	148 Kingwood Court,	Glen Mills,	PA	19342

11. Method of distribution of assets shall be:  
X as set forth in the by-laws. \_\_\_ as set forth herein (attach).
12. Other provisions: No trustee or officer shall be personally liable for damages for breach of any duty owed to the corporation or its members.

In Testimony whereof, each undersigned incorporators have caused this certificate to be signed this 9th day of Sept., 1994.

Signature: Janie Spelton

Signature: Philip E. Sax

Signature: Sandy Weinberg

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-SECRETARY OF STATE  
TALLAHASSEE, FLORIDA

12. Names and addresses of officers and/or directors:

A. DIRECTORS

TRUSTEES

Chairman: TAMIE SPELTON

Address: BOX 4080  
KEY WEST, FL 33041

Vice Chairman: PHILIP E. SHY

Address: 1810 ROLLING LANE  
CHERRY HILL, N.J. 08003

Director: SANDY WEINBERG

Address: 148 KINGSWOOD COURT  
GLEN MILLS, PA 19342

Director: \_\_\_\_\_

Address: \_\_\_\_\_

B. OFFICERS

President: \_\_\_\_\_

Address: \_\_\_\_\_

Vice President: \_\_\_\_\_

Address: \_\_\_\_\_

Secretary: \_\_\_\_\_

Address: \_\_\_\_\_

Treasurer: \_\_\_\_\_

Address: \_\_\_\_\_

NOTE: If necessary, you may attach an addendum to the application listing additional officers and/or directors.

13. Tamie Spelton  
(Signature of Chairman, Vice Chairman, or any officer listed in number 12 of the application)

14. TAMIE SPELTON, TRUSTEE  
(Typed or printed name and capacity of person signing application)

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SECRETARY OF STATE  
TALLAHASSEE, FLORIDA

# State of New Jersey



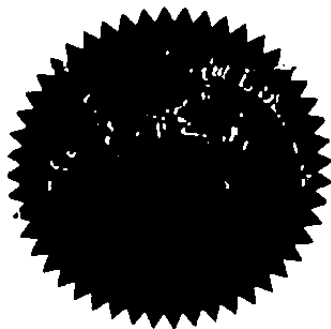
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 SECRETARY OF STATE  
 TALLAHASSEE, FLORIDA

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## Department of State

I, Secretary of State of the State of New Jersey, DO HEREBY CERTIFY that the records of this office show that the charter of INTERNATIONAL VALIDATION FORUM, INC. a non-Profit Corporation was filed in this office on the 7th day of November A.D. 1994 and so far as the records of this office show, said corporation continues as an existing Non-Profit Corporation within the State of New Jersey.

I FURTHER CERTIFY, that the location of the registered office is 1940 Rt. 70 East, Suite 200, Cherry Hill, New Jersey 08003 and the registered agent is Herish Kozlov, Esq.



IN TESTIMONY WHEREOF, I have hereunto set my Hand and affixed my Official Seal at Trenton this 18th day of July A.D. 1995.

*James R. Wood*