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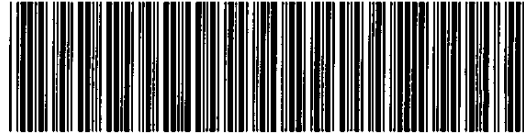
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## COVER LETTER

TO: Registration Section  
Division of Corporations

SUBJECT: THE ETIQUETTE ADVISORS INSTITUTE, LLC  
(Name of Limited Liability Company)

The enclosed Articles of Amendment and fee(s) are submitted for filing.

Please return all correspondence concerning this matter to the following:

SANDRA L. HAMMAR  
THE ETIQUETTE (Name of Person) TO BE CHANGED TO:  
ADVISORS INSTITUTE, LLC THE TIME INSTITUTE, LLC  
(Firm/Company)  
245 DEER CREEK BLVD. SUITE 1007  
(Address)  
DEERFIELD BEACH, FL 33442  
(City/State and Zip Code)

For further information concerning this matter, please call:

SANDRA L. HAMMAR at (954) 429-0761  
(Name of Person) (Area Code & Daytime Telephone Number)

Enclosed is a check for the following amount:

☐ \$25.00 Filing Fee

☒ \$30.00 Filing Fee &  
Certificate of Status

☐ \$55.00 Filing Fee &  
Certified Copy  
(additional copy is enclosed)

☐ \$60.00 Filing Fee,  
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Certified Copy  
(additional copy is enclosed)

### MAILING ADDRESS:

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

### STREET/COURIER ADDRESS:

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

ARTICLES OF AMENDMENT  
TO  
ARTICLES OF ORGANIZATION  
OF

THE ETIQUETTE ADVISORS INSTITUTE, LLC

(Present Name)  
(A Florida Limited Liability Company)

FIRST: The Articles of Organization were filed on JULY 5, 2000 AS POWER ACTIONS, LLC, AMENDED  
document number 000000007902 and assigned JUNE 2, 2006 to THE ETIQUETTE ADVISORS INSTITUTE, LLC

SECOND: This amendment is submitted to amend the following:

CHANGE THE NAME OF  
THE ETIQUETTE ADVISORS INSTITUTE, LLC  
TO  
THE TIME INSTITUTE, LLC

Dated AUGUST 1, 2007

Sandra L Hammar

Signature of a member or authorized representative of a member

SANDRA L. HAMMAR

Typed or printed name of signee

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TALLAHASSEE, FLORIDA  
SECRETARY OF STATE