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DIVISION OF CORPORATIONS

TRANSMITTAL LETTER

TO: Registration Section
Division of Corporations

SUBJECT: OTT CARPET INSTALLATION SERVICE, LLC
(Name of Limited Liability Company)

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

Please return all correspondence concerning this matter to the following:

Donald L. Ott

(Name of Person)

Ott Carpet Installation Service, LLC

(Firm/Company)

616 Ralph Street

(Address)

Auburndale, FL 33823

(City/State and Zip Code)

For further information concerning this matter, please call:

Patricia E. Ott

(Name of Person)

at (863) 967-2496

(Area Code & Daytime Telephone Number)

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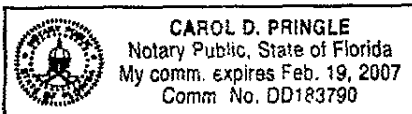
STREET ADDRESS:

Registration Section
Division of Corporations
409 E. Gaines Street
Tallahassee, Florida 32399

MAILING ADDRESS:

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

*State of Florida
County of Polk*



*Signed before me this 26th day
of November, 2003, Donald L. Ott,
who is personally known
to me.*

*Carol D. Pringle
Notary Public*

CERTIFICATE OF CONVERSION

Pursuant to section 608.439, Florida Statutes, the following unincorporated business entity hereby submits the attached articles of organization and this certificate of conversion to convert to a Florida limited liability company:

FIRST: The name of the unincorporated business immediately prior to filing this document was:

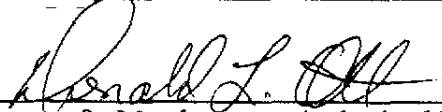
Ott Carpet Installation Service, LLC

SECOND: The date on which and the jurisdiction in which the unincorporated business was first created or otherwise came into being are:

- A. Date: 1970
- B. Jurisdiction: Polk County, Florida
- C. If different from the above noted jurisdiction, the jurisdiction immediately prior to its conversion: _____

THIRD: The name of the limited liability company as set forth in the attached articles of organization is:

OTT CARPET INSTALLATION SERVICE, LLC



Signature of a Member or an Authorized Representative of a Member
(In accordance with section 608.408(3), Florida Statutes, the execution of this document constitutes an affirmation under the penalties of perjury that the facts stated herein are true.)

Donald L. Ott

Typed or Printed Name of Signee

FILING FEES:

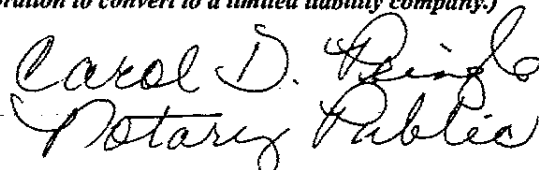
- ☒ \$100.00 Filing Fee for Articles of Organization
- ☒ \$25.00 Filing Fee for Registered Agent Designation
- ☒ \$25.00 Filing Fee for Certificate of Conversion
- ☐ \$30.00 Certified Copy (optional)
- ☒ \$5.00 Certificate of Status (optional)

(Note: Section 608.439, F.S., does not provide for a corporation to convert to a limited liability company.)

INHS11(10/99)



CAROL D. PRINGLE
Notary Public, State of Florida
My comm. expires Feb. 19, 2007
Comm. No. DD183790


Notary Public

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**ARTICLES OF ORGANIZATION
FOR
FLORIDA LIMITED LIABILITY COMPANY**

ARTICLE I - Name:

The name of the Limited Liability Company is:

Ott Carpet Installation Service, LLC

ARTICLE II - Address:

The mailing address and street address of the principal office of the Limited Liability Company is:

Principal Office Address:

Donald L. Ott

Patricia E. Ott

Mailing Address:

616 Ralph St Auburndale, FL 3382

616 Ralph St Auburndale, FL 338

ARTICLE III - Registered Agent, Registered Office, & Registered Agent's Signature

The name and the Florida street address of the registered agent are:

Donald L. Ott

Name

616 Ralph Street

Florida street address (P.O. Box **NOT** acceptable)

Auburndale FLORIDA 33823

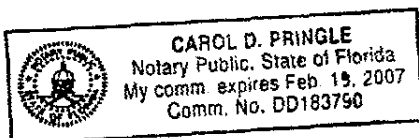
City, State, and Zip

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Having been named as registered agent and to accept service of process for the above stated limited liability company at the place designated in this certificate, 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 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 as provided for in Chapter 608, Florida Statutes..

Donald L. Ott

Registered Agent's Signature



Carol D. Pringle
Notary Public

ARTICLE IV- Manager(s) or Managing Member(s):

The name and address of each Manager or Managing Member is as follows:

Title:

"MGR" = Manager

"MGRM" = Managing Member

Name and Address:

<u>MGR</u>	<u>Donald L. Ott</u>
	<u>616 Ralph Street</u>
	<u>Auburndale, FL 33823</u>
<u>MGRM</u>	<u>Patricia E. Ott</u>
	<u>616 Ralph Street</u>
	<u>Auburndale, FL 33823</u>

(Use attachment if necessary)

NOTE: An additional article must be added if an effective date is requested.

REQUIRED SIGNATURE:

Donald L. Ott
Signature of a member or an authorized representative of a member.

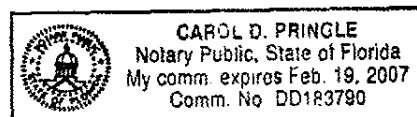
(In accordance with section 608.408(3), Florida Statutes, the execution of this document constitutes an affirmation under the penalties of perjury that the facts stated herein are true.)

Donald L. Ott
Typed or printed name of signee

Filing Fees:

- \$100.00 Filing Fee for Articles of Organization
- \$ 25.00 Designation of Registered Agent
- \$ 30.00 Certified Copy (Optional)
- \$ 5.00 Certificate of Status (Optional)

Carol D. Pringle
Notary Public



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