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## FLORIDA/FOREIGN LIMITED LIABILITY CO.

### DOCUMENTS STORAGE, L.L.C.

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**ARTICLES OF ORGANIZATION OF  
DOCUMENTS STORAGE, L.L.C.**

The undersigned certifies that he is acting as the organizing Member for the purpose of forming a limited liability company under the laws of the State of Florida, providing for the formation, rights, privileges and immunities of limited liability companies for profit. The undersigned further certifies that the following Articles shall serve as the Charter and authority for the conduct of business of the limited liability company.

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

The name of the limited liability company shall be **DOCUMENTS STORAGE, L.L.C.**, and its principal office shall be located at 725 Cape Coral Parkway West, Cape Coral, County of Lee, State of Florida, but it shall have the power and authority to establish branch offices at any other place or places as the members may designate. The mailing address shall be 725 Cape Coral Parkway West, Cape Coral, Florida 33914.

**ARTICLE II  
PURPOSES AND POWERS**

In addition to the powers authorized by the laws of the State of Florida for limited liability companies, the general nature of the business or businesses to be transacted and which the limited liability company is authorized to transact, shall be as follows:

1. To engage in any activity or business authorized under the Florida Statutes.
2. In general, to carry on any and all incidental business; to have and exercise all the powers conferred by the laws of the State of Florida, and to do any and all things set forth in these Articles to the same extent as a natural person might or could do.
3. To purchase or otherwise acquire, undertake, carry on, improve or develop, all or any of the business, good will, rights, assets and liabilities of any person, firm, association or corporation carrying on any kind of business of a similar nature to that which this limited liability company is authorized to carry on, pursuant to the provisions of these Articles; and to hold, utilize, and in any manner dispose of the rights and property so acquired.
4. To enter into and make all necessary contracts for its business with any person, entity, partnership, association, corporation, domestic or foreign, or of any domestic or foreign state, government, or governmental authority, or of any political or administrative subdivision, or department, and to perform and carry out, assign, cancel or rescind any of such contracts.
5. To exercise all or any of the limited liability company powers, and to carry out all or any of the purposes enumerated in these Articles and otherwise granted or permitted by law, while acting as agent, nominee or attorney-in-fact for any persons or corporations, and perform any service under contract or otherwise for any corporation, joint stock company, association, partnership, firm, syndicate, individual, or other entity, and in this capacity or under this arrangement develop, improve, stabilize,

strengthen or extend the property and commercial interest of the property and to aid, assist or participate in any lawful enterprise in connection with or incidental to the agency, representation, or service, and to render any other service or assistance it may lawfully do under the laws of the State of Florida, providing for the formation, rights, privileges and immunities of limited liability companies for profit.

6. To do everything necessary, proper, advisable or convenient for the accomplishment of any of the purposes, or the attainment of any of the objects, or the furtherance of any of the powers set forth in these Articles, either alone or in association with others incidental or pertaining to, or going out of, or connected with its business or powers, provided the same shall not be inconsistent with the laws of the State of Florida.

The several clauses contained in this statement of the general nature of the business or businesses to be transacted shall be construed as both purposes and powers of this limited liability company, and statements contained in each clause shall, except as otherwise expressed, be in no way limited or restricted by reference to or inference from the terms of any other clause. They shall be regarded as independent purposes and powers.

Nothing contained in these Articles shall be deemed or construed as authorizing or permitting, or purporting to authorize or permit the limited liability company to carry on any business, exercise any power, or do any act which a limited liability company may not, under Florida laws, lawfully carry on, exercise or do.

### ARTICLE III

There shall be two (2) initial members of this limited liability company, whose name, address and percentage of ownership are as follows:

Barbara Watt-Biggs 725 Cape Coral Parkway West Cape Coral, Florida 33914	51%
Robert Biggs 725 Cape Coral Parkway West Cape Coral, Florida 33915	49%

### ARTICLE IV EXERCISE OF POWERS

All limited liability company powers shall be exercised by or under the authority of, and the business and affairs of this limited liability company shall be managed under the direction of, the members of this limited liability company. This Article may be amended from time to time in the regulations of the limited liability company by a unanimous vote of the members of the limited liability company.

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**ARTICLE V**  
**MANAGEMENT**

The limited liability company shall be managed by not less than one (1) manager. The following is the name and address of the individual who shall initially serve as manager of the limited liability company until the first annual meeting of the members or until his successors are elected and qualify in accordance with the regulations:

Barbara Watt-Biggs  
725 Cape Coral Parkway West  
Cape Coral, Florida 33914

**ARTICLE VI**  
**MEMBERSHIP RESTRICTIONS**

Members shall have the right to admit new members by unanimous consent. Contributions required of new members shall be determined as of the time of admission to the limited liability company.

A member's interest in the limited liability company may not be sold or otherwise transferred except with unanimous written consent of all members, or except as specified in a separate written agreement regarding purchase and sale executed by all members.

On the death, retirement, resignation, expulsion, bankruptcy or dissolution of a member, or the occurrence of any other event that terminates the continued membership of a member in the limited liability company, the remaining members shall have the right to continue the business on unanimous consent of the remaining members.

**ARTICLE VII**  
**DISTRIBUTIONS**

The members shall be entitled to the net profits, as defined in the regulations, arising from the operation of the limited liability company business that remain after the payment of the expenses of conducting the business of the limited liability company. The distribution of the profits shall be determined as provided in the regulations of the company.

**ARTICLE VIII**  
**DURATION**

The limited liability company shall commence on the date the Articles of Organization are duly filed as required by law and shall continue in perpetuity, unless sooner terminated, liquidated or dissolved, as provided in the regulations adopted by members.

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**ARTICLE IX**  
**INITIAL REGISTERED OFFICE AND REGISTERED AGENT**

The address of the initial registered office of the limited liability company is 725 Cape Coral Parkway West, Cape Coral, County of Lee, State of Florida 33914, and the name of the company's initial registered agent at that address is Barbara Watt-Biggs.

The undersigned, being the organizing member of the limited liability company, certifies that this instrument constitutes the proposed Articles of Organization of DOCUMENTS STORAGE, L.L.C.

Executed by the undersigned at Lee County, Florida, on the 13<sup>th</sup> day of

July, 2007

Barbara Watt-Biggs  
BARBARA WATT-BIGGS

STATE OF FLORIDA )  
COUNTY OF LEE )

I HEREBY CERTIFY that before me, the undersigned authority, duly authorized to take acknowledgments and administer oaths, personally appeared **Barbara Watt-Biggs** who is personally known to me or ☐ who produced Florida Driver License or \_\_\_\_\_ as identification, to be the person who made and subscribed to the foregoing Articles of Organization and certifies and acknowledges that he made and executed said Articles for the use and purposes therein expressed.

WITNESS my hand and official seal this 13<sup>th</sup> day of July, 2007

NOTARY SEAL

Michael A. Gennaro  
Notary Public



**STATEMENT DESIGNATING REGISTERED AGENT AND OFFICE**

STATE OF FLORIDA     )  
                                   )  
 COUNTY OF LEE        )

Pursuant to the provisions of Section 608.415 and 608.407(1)(d) of the Florida Limited Liability Company Act, the limited liability company identified below submits the following statement in designating its registered office and registered agent in the State of Florida.

The name of the limited liability company is **DOCUMENTS STORAGE, L.L.C.**

The name of the registered agent for **DOCUMENTS STORAGE, L.L.C.** is Barbara Watt-Biggs, and the street address of office where the agent is located is 725 Cape Coral Parkway West Cape Coral, Lee County, Florida 33914. The mailing address is 725 Cape Coral Parkway West, Cape Coral, Florida 33914.

This statement is to acknowledge that, as indicated above, **DOCUMENTS STORAGE, L.L.C.** has appointed me, Barbara Watt-Biggs, as its registered agent to accept service of process for the company at the place designated above in this certificate. I accept this 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.

Dated: This 13<sup>th</sup> day of July 2007.

*Barbara Watt-Biggs*  
 Barbara Watt-Biggs, Registered Agent

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The foregoing instrument was acknowledged before me this 13<sup>th</sup> day of July, 2007, by Barbara Watt-Biggs, agent on behalf of **DOCUMENTS STORAGE, L.L.C.**, a limited liability company and who is personally known to me.

[Notary Seal]

*Michael A. Gennaro*  
 Notary Public



Type/Print Name of Commissioned Notary Public  
 Commission No. \_\_\_\_\_  
 My Commission Expires: \_\_\_\_\_