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(Requestor's Name)

(Address)

(Address)

(City/State/Zip/Phone #)

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(Business Entity Name)

(Document Number)

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Certificates of Status \_\_\_\_\_

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09 SEP 22 AM 8:32

SECRETARY OF STATE  
TALLAHASSEE, FLORIDA

FILED

SEP 22 2009

## COVER LETTER

**TO:** Registration Section  
Division of Corporations

**SUBJECT:** Professional Roofing of Jacksonville, L.L.C. ■

(Name of Resulting Florida Limited Company)

The enclosed Certificate of Conversion, Articles of Organization, and fees are submitted to convert an "Other Business Entity" into a "Florida Limited Liability Company" in accordance with s. 608.439, F.S.

Please return all correspondence concerning this matter to:

Joshua M. Kaplan

(Contact Person)

Professional Roofing of Jacksonville, L.L.C.

(Firm/Company)

PO Box 50244

(Address)

Jacksonville Beach, FL 32240

(City, State and Zip Code)

For further information concerning this matter, please call:

Joshua M. Kaplan

(Name of Contact Person)

at ( 973 )

985-7655

(Area Code and Daytime Telephone Number)

Enclosed is a check for the following amount:

☒ \$150.00 Filing Fees  
(\$25 for Conversion  
& \$125 for Articles  
of Organization)

☐ \$155.00 Filing Fees  
and Certificate of  
Status

☐ \$180.00 Filing Fees  
and Certified Copy

☐ \$185.00 Filing Fees,  
Certified Copy, and  
Certificate of Status

**STREET ADDRESS:**

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

**MAILING ADDRESS:**

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



FLORIDA DEPARTMENT OF STATE  
Division of Corporations

September 8, 2009

JOSHUA M. KAPLAN  
PO BOX 50244  
JACKSONVILLE BEACH, FL 32240

SUBJECT: PROFESSIONAL ROOFING OF JACKSONVILLE, L.L.C.  
Ref. Number: W09000040234

We have received your document for PROFESSIONAL ROOFING OF JACKSONVILLE, L.L.C. and your check(s) totaling \$150.00. However, the enclosed document has not been filed and is being returned for the following correction(s):

Florida law requires the street address of the principal office and, if different the mailing address of the entity. A post office box is not acceptable for the principal office.

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 (850) 245-6067.

Neysa Culligan  
Regulatory Specialist II

Letter Number: 709A00029735

**Certificate of Conversion**  
For  
**"Other Business Entity"**  
Into  
**Florida Limited Liability Company**

**FILED**  
**09 SEP 22 AM 8:33**  
**SECRETARY OF STATE**  
**TALLAHASSEE, FLORIDA**

This Certificate of Conversion **and attached Articles of Organization** are submitted to convert the following **"Other Business Entity"** into a **Florida Limited Liability Company** in accordance with s.608.439, Florida Statutes.

1. The name of the "Other Business Entity" immediately prior to the filing of this Certificate of Conversion is:

Professional Roofing of Jacksonville, Inc.

P07-33160

(Enter Name of Other Business Entity)

2. The "Other Business Entity" is a Corporation

(Enter entity type. Example: corporation, limited partnership,  
general partnership, common law or business trust, etc.)

first organized, formed or incorporated under the laws of Florida

(Enter state, or if a non-U.S. entity, the name of the country)

on March 14, 2007

(Enter date "Other Business Entity" was first organized, formed or incorporated)

3. If the jurisdiction of the "Other Business Entity" was changed, the state or country under the laws of which it is now organized, formed or incorporated:

4. The name of the Florida Limited Liability Company as set forth in the **attached Articles of Organization**:

Professional Roofing of Jacksonville, L.L.C.

(Enter Name of Florida Limited Liability Company)

5. If not effective on the date of filing, enter the effective date: \_\_\_\_\_  
(The effective date: 1) cannot be prior to nor more than 90 days after the date this document is filed by the Florida Department of State; **AND** 2) must be the same as the effective date listed in the attached Articles of Organization, if an effective date is listed therein.)

Signed this 31 day of August 2009.

**Signature of Member or Authorized Representative of Limited Liability Company:**

Signature of Member or Authorized Representative: Joshua M. Kaplan  
Printed Name: Joshua M. Kaplan Title: Manager

**Signature(s) on behalf of Other Business Entity: [See below for required signature(s).]**

Signature: Christina Navarra  
Printed Name: Christina Navarra Title: President

Signature: \_\_\_\_\_  
Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_  
Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_  
Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_  
Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_  
Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

**If Florida Corporation:**

Signature of Chairman, Vice Chairman, Director, or Officer.

If Directors or Officers have not been selected, an Incorporator must sign.

**If Florida General Partnership or Limited Liability Partnership:**

Signature of one General Partner.

**If Florida Limited Partnership or Limited Liability Limited Partnership:**

Signatures of ALL General Partners.

**All others:**

Signature of an authorized person.

**Fees:**

Certificate of Conversion:	\$25.00
Fees for Florida Articles of Organization:	\$125.00
Certified Copy:	\$30.00 (Optional)
Certificate of Status:	\$5.00 (Optional)

**ARTICLES OF ORGANIZATION  
OF  
PROFESSIONAL ROOFING OF JACKSONVILLE, L.L.C.**

Pursuant to the Florida Limited Liability Company Act, Chapter 608 of the Florida Statutes (the "Act"), the undersigned states as follows.

1. **Company Name.** The name of the limited liability company is:

**Professional Roofing of Jacksonville, L.L.C.**

(referred to below as the "Company").

2. **Registered Office and Agent.** The address of the Company's initial registered office in Florida is 807 7th Avenue South, Jacksonville Beach, Florida 32250. The name of the Company's initial registered agent at that address is Joshua M. Kaplan.

*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, F.S.*

By: Joshua M. Kaplan  
Joshua M. Kaplan

3. **Mailing and Street Address.** The mailing address of the Company is P.O. Box 50244, Jacksonville Beach, Florida 32240. The street address of the principal office of the Company is 807 7th Avenue South, Jacksonville Beach, Florida 32250.

4. **Managers.** The name and address of each Manager of the Company is:

Title

Name and Address

Manager

Joshua M. Kaplan  
P.O. Box 50244  
Jacksonville Beach, FL 32240

Manager

Christina Navarra  
P.O. Box 50244  
Jacksonville Beach, FL 32240

Manager

Joseph E. Lee  
P.O. Box 50244  
Jacksonville Beach, FL 32240

**5. Limitation of Liability.** To the fullest extent permitted by the Act, as the Act may be amended from time to time, no member or manager of the Company will be personally liable to the Company or its members for damages for breach of any duty owed to the Company or its members, except that this provision will not be deemed to relieve a member or manager from liability to the extent such relief is prohibited by the Act, as the Act may be amended from time to time. No repeal or modification of this Section 4 will eliminate or reduce the protection afforded by this Section 4 to a member or manager of the Company with respect to any matter which occurred, or any cause of action, suit or claim which but for this Section 4 would have accrued or arisen, prior to such repeal or modification.

**6. Duration.** The term of the Company shall be perpetual.

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.

Date: Sept. 16, 2009

  
\_\_\_\_\_  
Joshua M. Kaplan, Authorized Person

FILED  
09 SEP 22 AM 8:33  
SECRETARY OF STATE  
TALLAHASSEE, FLORIDA