

L24000378339

(Requestor's Name)

(Address)

(Address)

(City/State/Zip/Phone #)

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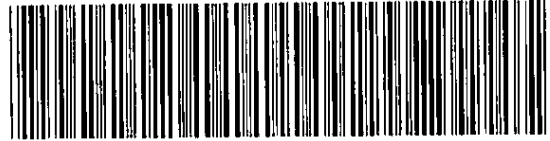
(Business Entity Name)

(Document Number)

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COVER LETTER

TO: Registration Section
Division of Corporations

SUBJECT: **LOAN PROCESSOR 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:

JANELEE CHAPARRO

Name of Person

Firm/Company

1695 NW 110TH AVE STE 318

Address

MIAMI, FL 33172

City/State and Zip Code

loanprocessorllc@gmail.com

E-mail address: (to be used for future annual report notification)

For further information concerning this matter, please call:

JANELEE CHAPARRO

Name of Person

at (**786**) **873-1858**

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,
Certificate of Status &
Certified Copy
(additional copy is enclosed)

Mailing Address:

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

Street Address:

Registration Section
Division of Corporations
The Centre of Tallahassee
2415 N. Monroe Street, Suite 810
Tallahassee, FL 32303

**ARTICLES OF AMENDMENT
TO
ARTICLES OF ORGANIZATION
OF**

LOAN PROCESSOR LLC

(Name of the Limited Liability Company as it now appears on our records.)
(A Florida Limited Liability Company)

The Articles of Organization for this Limited Liability Company were filed on 09/01/2024 and assigned
Florida document number L24000378339.

This amendment is submitted to amend the following:

A. If amending name, enter the new name of the limited liability company here:

The new name must be distinguishable and contain the words "Limited Liability Company," the designation "LLC" or the abbreviation "L.L.C."

Enter new principal offices address, if applicable:

(Principal office address MUST BE A STREET ADDRESS)

Enter new mailing address, if applicable:

(Mailing address MAY BE A POST OFFICE BOX)

B. If amending the registered agent and/or registered office address on our records, enter the name of the new registered agent and/or the new registered office address here:

Name of New Registered Agent:

New Registered Office Address:

Enter Florida street address

City

Florida

Zip Code

New Registered Agent's Signature, if changing Registered Agent:

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 as provided for in Chapter 605, F.S. Or, if this document is being filed to merely reflect a change in the registered office address, I hereby confirm that the limited liability company has been notified in writing of this change.

If Changing Registered Agent, Signature of New Registered Agent

If amending Authorized Person(s) authorized to manage, enter the title, name, and address of each person being added or removed from our records:

MGR = Manager

AMBR = Authorized Member

[illegible]

D. If amending any other information, enter change(s) here: *(Attach additional sheets, if necessary.)*

[illegible]

E. Effective date, if other than the date of filing: _____ (optional)

(If an effective date is listed, the date must be specific and cannot be prior to date of filing or more than 90 days after filing.) Pursuant to 605.0207 (3)(b)

Note: If the date inserted in this block does not meet the applicable statutory filing requirements, this date will not be listed as the document's effective date on the Department of State's records.

If the record specifies a delayed effective date, but not an effective time, at 12:01 a.m. on the earlier of: (b) The 90th day after the record is filed.

Dated September 12th, 2024

Janelee Chaparro

Digitally signed by Janelee Chaparro

Date: 2024.09.12 15:40:28 -04'00'

Signature of a member or authorized representative of a member

Janelee Chaparro

Typed or printed name of signee

Filing Fee: \$25.00

LOAN PROCESSOR LLC OPERATING AGREEMENT

Full legal name of the LLC: Loan Processor LLC

Principal place of business (address): 1695 NW 110TH AVE STE 318, MIAMI, FL 33172

State of formation: FL

Member Details: Bianca Gutierrez & Janelee Chaparro

Ownership percentages of all members: Bianca Gutierrez, 50% & Janelee Chaparro 50%

Management Structure: Bianca Gutierrez (President) / Janelee Chaparro (CEO)

Is the LLC member-managed or manager-managed? Member Managed.

Capital Contributions: Capital Contributions will be only the minimum required to get operational and will be split 50/50.

Voting Rights and Decision-Making Process: Voting rights are equal to ownership percentages.

What decisions require a vote, and what majority is needed? 51%.

Rules for Meetings: The members must both agree to a date and time through either a physical location for the meeting or Zoom. Both members must be present for the meeting to be valid.

Frequency of mandatory meetings: Once annually is required in December to conclude the year. Other meetings will be scheduled as needed.

Notice requirements for meetings: At least 1 week in advance in writing via email or text.

Transfer of Membership Interest: Currently not an option.

Conditions under which membership interest can be transferred: Currently not an option.


Dissolution Criteria: To be determined on a future updated operating agreement, currently N/A.

Conditions and process for dissolving the LLC: Both members must be in agreement in writing via email or text.

Amendment Procedure: Both members must be in agreement in writing via email or text. Final amendments must be wet signed by both members.

How can the Operating Agreement be amended in the future? Vote by the members.

Other Provisions: Purpose of this business is to perform & provide 3rd party processing services to mortgage companies.



Member / President

Date



Member / CEO

9/12/24
Date