



**COVER LETTER**

**TO: Registration Section  
Division of Corporations**

**SUBJECT:** CivicaScript, LLC  
Name of Limited Liability Company

The enclosed "Application by Foreign Limited Liability Company for Authorization to Transact Business in Florida," Certificate of Existence, and check are submitted to register the above referenced foreign limited liability company to transact business in Florida.

Please return all correspondence concerning this matter to the following:

L. Heyden  
Name of Person

Harbor Compliance  
Firm/Company

1830 Colonial Village Lane  
Address

Lancaster, PA 17601  
City/State and Zip Code

professional@harborcompliance.com  
E-mail address: (to be used for future annual report notification)

For further information concerning this matter, please call:

L. Heyden at ( 717 ) 276-4481  
Name of Contact Person Area Code Daytime Telephone Number

**MAILING ADDRESS:**  
Division of Corporations  
Registration Section  
P.O. Box 6327  
Tallahassee, FL 32314

**STREET ADDRESS:**  
Division of Corporations  
Registration Section  
Clifton Building  
2661 Executive Center Circle  
Tallahassee, FL 32301

Enclosed is a check for the following amount:  
Please make check payable to: **FLORIDA DEPARTMENT OF STATE**

- \$125.00 Filing Fee       \$130.00 Filing Fee & Certificate of Status       \$155.00 Filing Fee & Certified Copy       \$160.00 Filing Fee, Certificate of Status & Certified Copy



APPLICATION BY FOREIGN LIMITED LIABILITY COMPANY FOR AUTHORIZATION TO TRANSACT BUSINESS IN FLORIDA

IN COMPLIANCE WITH SECTION 605.0902, FLORIDA STATUTES, THE FOLLOWING IS SUBMITTED TO REGISTER A FOREIGN LIMITED LIABILITY COMPANY TO TRANSACT BUSINESS IN THE STATE OF FLORIDA:

1. CivicaScript, LLC
(Name of Foreign Limited Liability Company; must include "Limited Liability Company," "L.L.C.," or "LLC.")

(If name unavailable, enter alternate name adopted for the purpose of transacting business in Florida. The alternate name must include "Limited Liability Company," "L.L.C.," or "LLC.")

2. Delaware (Jurisdiction under the law of which foreign limited liability company is organized)
3. 84-4777602 (FEI number, if applicable)

4. (Date first transacted business in Florida, if prior to registration)
(See sections 605.0904 & 605.0905, F.S. to determine penalty liability)

5. 2912 W Executive Parkway, Ste. 300 (Street Address of Principal Office)
6. (Mailing Address)

Lehi, UT 84043

7. Name and street address of Florida registered agent: (P.O. Box NOT acceptable)

Name: REGISTERED AGENTS INC.

Office Address: 7901 4TH ST N STE 300

ST PETERSBURG, Florida 33702
(City) (Zip code)

FILED
2022 JAN - 6 AM 8:52
TALLAHASSEE, FL

Registered agent's acceptance:

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 application, 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.

Bill Hume

(Registered agent's signature)

8. For initial indexing purposes, list names, title or capacity and addresses of the primary members/managers or persons authorized to manage [up to six (6) total]:

**Title or Capacity:** **Name and Address:**  
 Manager Name: Daniel R. Liljenquist  
 Member Address: 2912 W Executive Parkway  
 Authorized Suite 300  
 Person Lehi, UT 84043  
 Other \_\_\_\_\_  Other \_\_\_\_\_

**Title or Capacity:** **Name and Address:**  
 Manager Name: Mona Chitre  
 Member Address: 2912 W Executive Parkway  
 Authorized Suite 300  
 Person \_\_\_\_\_  
 Other \_\_\_\_\_  Other \_\_\_\_\_

Manager Name: Tim Noel  
 Member Address: 2912 W Executive Parkway  
 Authorized Suite 300  
 Person Lehi, UT 84043  
 Other \_\_\_\_\_  Other \_\_\_\_\_

Manager Name: Sandra Clarke  
 Member Address: 2912 W Executive Parkway  
 Authorized Suite 300  
 Person Lehi, UT 84043  
 Other \_\_\_\_\_  Other \_\_\_\_\_

Manager Name: Michael Bennett  
 Member Address: 2912 W Executive Parkway  
 Authorized Suite 300  
 Person Lehi, UT 84043  
 Other \_\_\_\_\_  Other \_\_\_\_\_

Manager Name: Paul Marchetti  
 Member Address: 2912 W Executive Parkway  
 Authorized Suite 300  
 Person Lehi, UT 84043  
 Other \_\_\_\_\_  Other \_\_\_\_\_

**Important Notice:** Use an attachment to report more than six (6). The attachment will be imaged for reporting purposes only. Non-indexed individuals may be added to the index when filing your Florida Department of State Annual Report form.

9. Attached is a certificate of existence, no more than 90 days old, duly authenticated by the official having custody of records in the jurisdiction under the law of which it is organized. (If the certificate is in a foreign language, a translation of the certificate under oath of the translator must be submitted)

10. This document is executed in accordance with section 605.0203 (1) (b), Florida Statutes. I am aware that any false information submitted in a document to the Department of State constitutes a third degree felony as provided for in s.817.155, F.S.

*/s/ Gina Guinasso*

\_\_\_\_\_  
 Signature of an authorized person

Gina Guinasso

\_\_\_\_\_  
 Typed or printed name of signer

## **CivicaScript, LLC Managers/Officers Cont.**

### **Manager**

Matt Shaffer  
2912 W Executive Parkway  
Suite 300  
Lehi, UT 84043

### **Manager**

Todd Van Tol  
2912 W Executive Parkway  
Suite 300  
Lehi, UT 84043

### **Authorized Person**

Gina Guinasso  
2912 W Executive Parkway  
Suite 300  
Lehi, UT 84043

### **Authorized Person**

Eamon Fitzmaurice  
2912 W Executive Parkway  
Suite 300  
Lehi, UT 84043

### **Authorized Person**

Jennifer Spalding  
2912 W Executive Parkway  
Suite 300  
Lehi, UT 84043

# Delaware

The First State

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I, JEFFREY W. BULLOCK, SECRETARY OF STATE OF THE STATE OF DELAWARE, DO HEREBY CERTIFY "CIVICAScript, LLC" IS DULY FORMED UNDER THE LAWS OF THE STATE OF DELAWARE AND IS IN GOOD STANDING AND HAS A LEGAL EXISTENCE SO FAR AS THE RECORDS OF THIS OFFICE SHOW, AS OF THE TWENTY-THIRD DAY OF NOVEMBER, A.D. 2021.

AND I DO HEREBY FURTHER CERTIFY THAT THE SAID "CIVICAScript, LLC" WAS FORMED ON THE TWENTY-SEVENTH DAY OF JANUARY, A.D. 2020.

AND I DO HEREBY FURTHER CERTIFY THAT THE ANNUAL TAXES HAVE BEEN PAID TO DATE.



7820581 8300

SR# 20213876643

You may verify this certificate online at [corp.delaware.gov/authver.shtml](http://corp.delaware.gov/authver.shtml)

A handwritten signature in black ink, appearing to read "JBULLOCK", is written over a horizontal line. Below the line, the text "Jeffrey W. Bullock, Secretary of State" is printed.

Authentication: 204770621

Date: 11-23-21