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TRANSMITTAL LETTER

Department of State  
Division of Corporations  
P. O. Box 6327  
Tallahassee, FL 32314

FILED  
2000 JAN 25 AM 11: 35  
SECRETARY OF STATE  
TALLAHASSEE, FLORIDA

SUBJECT: ARMA International Jacksonville Chapter, Inc.  
(Proposed corporate name - must include suffix)

400003109894-6  
-01/25/00--01051--014  
\*\*\*\*78.75 \*\*\*\*78.75

Enclosed is an original and one(1) copy of the articles of incorporation and a check for :

\$70.00  
Filing Fee

\$78.75  
Filing Fee &  
Certificate of  
Status

\$78.75  
Filing Fee  
& Certified Copy

\$87.50  
Filing Fee,  
Certified Copy  
& Certificate

ADDITIONAL COPY REQUIRED

FROM: Elaine Coats  
Name (Printed or typed)

P. O. Box 456  
Address

Fernandina Beach, Fla. 32035  
City, State & Zip

(904) 321-5800  
Daytime Telephone number

Elaine Coats GAVE  
AUTHORIZATION BY PHONE **Please provide the original and one copy of the articles.**

CORRECT 3/1

DATE 2-1-00

DOC. EXAM GA

A. Howell FEB 1 2000

FILED

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SECRETARY OF STATE  
TALLAHASSEE, FLORIDA

**ARTICLES OF INCORPORATION**

The undersigned incorporator, for the purpose of forming a corporation under the Florida Not for Profit Corporation Act, hereby adopt(s) the following Articles of Incorporation:

ARTICLE I NAME

The name of the corporation shall be:

ARMA International Jacksonville Chapter, Inc.

ARTICLE II PRINCIPAL OFFICE

The principal place of business and mailing address of this corporation shall be:

P. O. Box 456  
Fernandina Beach, Fla. 32035

ARTICLE III PURPOSE(S)

The specific purpose(s) for which the corporation is organized is(are):

The purpose of this corporation is to instruct, educate and inform management about public records, and records management.

ARTICLE IV MANNER OF ELECTION OF DIRECTORS

The manner in which the directors are elected or appointed is:

The directors shall be elected as stated in the by-laws.

ARTICLE V INITIAL REGISTERED AGENT AND STREET ADDRESS

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

Elaine Coats  
191 Nassau Place  
Yulee, Fla. 32097

ARTICLE VI INCORPORATOR

The name and address of the Incorporator to these Articles of Incorporation are:

Elaine Coats  
P. O. Box 456  
Fernandina Beach, Fla. 32035

Elaine Coats

Signature/Incorporator

1-21-2000

Date

(An additional article must be added if an effective date is requested.)

Having been named as registered agent and to accept service of process for the above stated corporation 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.

Elaine Coats

Signature/Registered Agent

1-21-2000

Date