

N120000004986

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Amend / CC  
cus

DEC 05 2018  
ALBRITTON

**COVER LETTER**

TO: Amendment Section  
Division of Corporations

NAME OF CORPORATION: Total Beauty Institute

DOCUMENT NUMBER: N12000004986

The enclosed *Articles of Amendment* and fee are submitted for filing.

Please return all correspondence concerning this matter to the following:

Tonia Bell  
(Name of Contact Person)

Total Beauty Institute  
(Firm/ Company)

5308 N. Pearl Street  
(Address)

Jacksonville, FL 32208  
(City/ State and Zip Code)

toniabthestylist@gmail.com OR director@totalbeautyinstitute.com  
E-mail address: (to be used for future annual report notification)

For further information concerning this matter, please call:

Tonia Bell at 904 240-1688  
(Name of Contact Person) (Area Code) (Daytime Telephone Number)

Enclosed is a check for the following amount made payable to the Florida Department of State:

- |  |  |   |  |
|--|--|---|--|
| <input type="checkbox"/> \$35 Filing Fee | <input type="checkbox"/> \$43.75 Filing Fee &<br>Certificate of Status | <input type="checkbox"/> \$43.75 Filing Fee &<br>Certified Copy<br>(Additional copy is<br>enclosed) | <input checked="" type="checkbox"/> \$52.50 Filing Fee (pd)<br>Certificate of Status<br>Certified Copy<br>(Additional Copy is<br>Enclosed) |
|--|--|---|--|

**Mailing Address**

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

**Street Address**

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



FLORIDA DEPARTMENT OF STATE  
Division of Corporations

November 26, 2018

TONIA BELL  
TOTAL BEAUTY INSTITUTE INC  
5308 N. PEARL STREET  
JACKSONVILLE, FL 32208

SUBJECT: TOTAL BEAUTY INSTITUTE INC  
Ref. Number: N12000004986

We have received your document for TOTAL BEAUTY INSTITUTE INC and your check(s) totaling \$52.50. However, the enclosed document has not been filed and is being returned for the following correction(s):

Please check only 1(one) action regarding the officer/directors.

The incorporator(s) cannot be amended or changed. Please correct your document accordingly.

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) 245-6050.

Irene Albritton  
Regulatory Specialist II

Letter Number: 818A00024093

RECEIVED  
2018 DEC -4 PM 10:57  
SECRETARY OF STATE  
TALLAHASSEE, FL

Articles of Amendment  
to  
Articles of Incorporation  
of

Total Beauty Institute

(Name of Corporation as currently filed with the Florida Dept. of State)

N12000004986

(Document Number of Corporation (if known))

Pursuant to the provisions of section 617.1006, Florida Statutes, this **Florida Not For Profit Corporation** adopts the following amendment(s) to its Articles of Incorporation:

**A. If amending name, enter the new name of the corporation:**

N/A

The new name must be distinguishable and contain the word "corporation" or "incorporated" or the abbreviation "Corp." or "Inc." "Company" or "Co." may not be used in the name.

**B. Enter new principal office address, if applicable:**

(Principal office address **MUST BE A STREET ADDRESS**)

N/A

**C. Enter new mailing address, if applicable:**

(Mailing address **MAY BE A POST OFFICE BOX**)

N/A

**D. If amending the registered agent and/or registered office address in Florida, enter the name of the new registered agent and/or the new registered office address:**

Name of New Registered Agent:

N/A

(Florida street address)

New Registered Office Address:

(City)

Florida

(Zip Code)

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

I hereby accept the appointment as registered agent. I am familiar with and accept the obligations of the position.

\_\_\_\_\_  
Signature of New Registered Agent, if changing

If amending the Officers and/or Directors, enter the title and name of each officer/director being removed and title, name, and address of each Officer and/or Director being added:

(Attach additional sheets, if necessary)

Please note the officer/director title by the first letter of the office title:

P = President; V = Vice President; T = Treasurer; S = Secretary; D = Director; TR = Trustee; C = Chairman or Clerk; CEO = Chief Executive Officer; CFO = Chief Financial Officer. If an officer/director holds more than one title, list the first letter of each office held. President, Treasurer, Director would be PTD.

Changes should be noted in the following manner. Currently John Doe is listed as the PST and Mike Jones is listed as the V. There is a change, Mike Jones leaves the corporation, Sally Smith is named the V and S. These should be noted as John Doe, PT as a Change, Mike Jones, V as Remove, and Sally Smith, SV as an Add.

Example:

<input checked="" type="checkbox"/> Change	<u>PT</u>	<u>John Doe</u>
<input checked="" type="checkbox"/> Remove	<u>V</u>	<u>Mike Jones</u>
<input checked="" type="checkbox"/> Add	<u>SV</u>	<u>Sally Smith</u>

Type of Action (Check One)	Title	Name	Address
1) <input type="checkbox"/> Change <input type="checkbox"/> Add <input checked="" type="checkbox"/> Remove	<u>P</u>	<u>Reginald Gaffney</u>	<u>11636 Jerry Adams Ct.</u> <u>Jacksonville, FL 32218</u>
2) <input type="checkbox"/> Change <input checked="" type="checkbox"/> Add <input type="checkbox"/> Remove	<u>CEO</u>	<u>Reginald Gaffney</u>	<u>11636 Jerry Adams Ct</u> <u>Jacksonville, FL 32218</u>
3) <input type="checkbox"/> Change <input type="checkbox"/> Add <input checked="" type="checkbox"/> Remove	<u>VP</u>	<u>Tonia Bell</u>	<u>11636 Jerry Adams Ct</u> <u>Jacksonville, FL 32218</u>
4) <input type="checkbox"/> Change <input checked="" type="checkbox"/> Add <input type="checkbox"/> Remove	<u>P</u>	<u>Tonia Bell</u>	<u>11636 Jerry Adams Ct</u> <u>Jacksonville, FL 32218</u>
5) <input type="checkbox"/> Change <input checked="" type="checkbox"/> Add <input type="checkbox"/> Remove	<u>D</u>	<u>Tonia Bell</u>	<u>11636 Jerry Adams Ct</u> <u>Jacksonville, FL 32218</u>
6) <input type="checkbox"/> Change <input type="checkbox"/> Add <input type="checkbox"/> Remove			

E. If amending or adding additional Articles, enter change(s) here:

(attach additional sheets, if necessary). (Be specific)

Article I. NAME: Total Beauty Institute

Article II. Principle Office: 5308 N. Pearl Street Jacksonville FL 32208

Article III Purpose: Transforming Lives through Quality  
Education within the scope of Beauty

Article IV Manner of Election: Appointed

Article V Initial Officers and/or Directors

Tonia Bell - President/Co-Executive Director

11636 Jerry Adams Ct.

Jacksonville FL 32218

Reginald Gaffney - Co-Executive Director

11636 Jerry Adams Ct.

Jacksonville FL 32218

## **ATTACHMENTS**

### **ARTICLE I      NAME**

TOTAL BEAUTY INSTITUTE

### **ARTICLE II    PRINCIPLE OFFICE**

5308 NORTH PEARL STREET

JACKSONVILLE, FL 32208

### **ARTICLE III    PURPOSE**

"TRANSFORMING LIVES THROUGH QUALITY EDUCATION WITHIN THE WORLD OF BEAUTY"

### **ARTICLE IV    MANNER OF ELECTION**

APPOINTED

### **ARTICLE V     INITIAL OFFICERS AND/OR DIRECTORS**

TONIA BELL

11636 JERRY ADAMS CT.

JACKSONVILLE, FL 32218

### **ARTICLE VI    REGISTERED AGENT**

TONIA BELL, PRESIDENT

5308 NORTH PEARL STREET

JACKSONVILLE, FL 32208

**ARTICLE VII INCORPORATOR**

REGINALD GAFFNEY

11636 JERRY ADAMS CT

JACKSONVILLE, FL 32218

**ARTICLE VIII DISSOLUTION**

IF CORPORATION IS DISSOLVED, THE REMAINING ASSETS WILL GO TO  
CHARITABLE, RELIGIOUS AND EDUCATIONAL PURPOSES



The date of each amendment(s) adoption: \_\_\_\_\_, if other than the date this document was signed.

Effective date if applicable: \_\_\_\_\_  
(no more than 90 days after amendment file date)

**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.

**Adoption of Amendment(s) (CHECK ONE)**

- ☐ The amendment(s) was/were adopted by the members and the number of votes cast for the amendment(s) was/were sufficient for approval.
- ☒ There are no members or members entitled to vote on the amendment(s). The amendment(s) was/were adopted by the board of directors.

Dated November 29<sup>th</sup>, 2018

Signature Tonia Bell

(By the chairman or vice chairman of the board, president or other officer-if directors have not been selected, by an incorporator – if in the hands of a receiver, trustee, or other court appointed fiduciary by that fiduciary)

TONIA BELL  
(Typed or printed name of person signing)

Director / President  
(Title of person signing)