

# PO100000 8555

## TRANSMITTAL LETTER

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

200003563562--0  
-01/23/01--01007--003  
\*\*\*\*\*78.75 \*\*\*\*\*78.75

SUBJECT: Virtual Administrative Services, Inc.  
(PROPOSED CORPORATE NAME - MUST INCLUDE SUFFIX)

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 of  
Status  
**ADDITIONAL COPY REQUIRED**

FROM: Linda J. Ketchum  
Name (Printed or typed)

8608 Eleo Thera Court  
Address

Fort Myers, FL 33907  
City, State & Zip

941-936-5596  
Daytime Telephone number

**FILED**  
01 JAN 22 PM 4:01  
SECRETARY OF STATE  
TALLAHASSEE FLORIDA

NOTE: Please provide the original and one copy of the articles.

Done  
1/23/01  
22

**ARTICLES OF INCORPORATION  
FOR  
VIRTUAL ADMINISTRATIVE SERVICES, INC.**

**FILED**

01 JAN 22 PM 4: 01

SECRETARY OF STATE  
TALLAHASSEE FLORIDA

- Article 1:     **NAME:**       The name of this corporation is Virtual Administrative Services, Inc.
- Article 2:     **ADDRESS:**   The address is 8608 Eleuthera Court; Fort Myers, Florida 33907.
- Article 3:     **PURPOSE:**   The corporation may transact any and all lawful business for which a corporation may be incorporated under the Laws of the United States of America and the State of Florida.
- Article 4:     **SHARES:**     The number of shares which the corporation has authorized to be outstanding at any one time is 500,000 shares, with a par value of \$.001 (1mil)
- Article 5:     **OFFICERS/DIRECTORS:**   Linda J. Ketchum, President  
Jeffrey R. Ketchum, Vice President
- Article 6:     **REGISTERED AGENT:**   Linda J. Ketchum  
8608 Eleuthera Court  
Fort Myers, Florida  
33907
- Article 7:     **INCORPORATOR:**       The name and address of the incorporator is Linda J. Ketchum  
8608 Eleuthera Court  
Fort Myers, Florida 33907

Having been named as registered agent to accept service of process for the above stated corporation at the place designated in this certificate, I am familiar with and accept the appointment as registered agent and agree to act in this capacity.

Linda J. Ketchum =

Signature/Registered Agent

1/3/01

Date

Linda J. Ketchum

Signature/Incorporator

1/3/01

Date