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03 SEP 15 AM 8:37
SECRETARY OF STATE
TALLAHASSEE FLORIDA

TRANSMITTAL LETTER

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

SUBJECT: Keystone Document Preparation & Processing, 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:

Terri L. Christopher

Name (Printed or typed)

3775 Quail Forest Drive

Address

Tarpon Springs, Florida 34688

City, State & Zip

(727) 422-0691

Daytime Telephone number

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

FILED

ARTICLES OF INCORPORATION

In compliance with Chapter 607 and/or Chapter 621, F.S. (Profit) **03 SEP 15 AM 8:37**

Article I
(Name)

SECRETARY OF STATE
TALLAHASSEE FLORIDA

The name of the Corporation shall be:

KEYSTONE DOCUMENT PREPARATION & PROCESSING, INC.

Article II
(Principal Office)

The principal place of business/mailling address is:

3775 Quail Forest Drive, Tarpon Springs, Florida 34688

Article III
(Purpose)

The purpose for which the corporation is organized is: To engage in any activity or business permitted under the laws of the United States of America and the State of Florida.

Article IV
(Shares)

The number of shares of stock is Twenty (20).

Article V
(Initial Officer/Director)

The name, address and title: Terri L. Christopher residing at 3775 Quail Forest Drive, Tarpon Springs, Florida 34688, shall serve in the capacity of President, Secretary and Treasurer.

Article VI
(Registered Agent)

The name and Florida street-address of the registered agent is: Terri L. Christopher residing at 3775 Quail Forest Drive, Tarpon Springs, Florida 34688.

Article VII
(Incorporator)

The name and address of the Incorporator is: Terri L. Christopher, 3775 Quail Forest Drive, Tarpon Springs, Florida 34688.

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.

Signature/Registered Agent

Signature/Incorporator

Date

Date