

PO3000102823

(Requestor's Name)

Lorena Ordonez

6637 Via Regina

Boca Raton FL 33433  
(Address)

(City/State/Zip/Phone #)

☐

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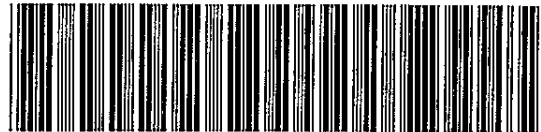
(Business Entity Name)

(Document Number)

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ARTICLES OF INCORPORATION  
SECRETARY VIRTUAL INC.

ARTICLE 1

Name: The name of the Corporation is Secretary Virtual Inc.

ARTICLE 2

Duration: The period of duration of this corporation is perpetual.

ARTICLE 3

Purpose and Powers: This corporation may engage in any activity of business permitted under the laws of the United States and the State of Florida.

Specific Nature of Business: The Company is engaged in the business of secretarial and general business management.

ARTICLE 4

Capital Stock: The aggregate number of shares which this corporation shall have authority to issue is one thousand(1,000) shares of common stock, having a par value of one dollar (\$1.00) per share.

ARTICLE 5

Pre emptive Rights: Every stockholder, upon the sale for cash of any new stock of this corporation of the same kind, class, or series as that which she/he already holds, shall have the right to purchase her/his pro rata share thereof(as nearly as may be done without issuance of fractional shares) at the price at which it is offered to others.

ARTICLE 6

Initial registered  
office and agent:

The street address of the initial  
registered office of this corporation  
is: 6637 Via Regina  
Boca Raton FL 33433

The initial registered agent of the  
corporation is: Lorena Ordonez

The above address is the official business address of the  
corporation.

ARTICLE 7

Data Respecting  
Directors:

7.1 Initial Board of Directors

The initial Board of Directors shall  
consist of One(1) members, who need  
not be a resident of the State of  
Florida or stockholders of the  
corporation. The initial Board of  
Directors shall hold the  
organizational meeting of the  
Corporation.

7.2 Names and Addresses

The names and addresses of the members  
of the initial Board of Directors who  
shall serve until the first annual  
meeting of the stockholders, or until  
successors shall have been elected are  
as follows:

Lorena Ordonez  
6637 Via Regina  
Boca Raton FL 33433

### 7.3 Increase Or Decrease Of Directors

The number of directors may be increased or decreased from time to time by amendment of the by laws but no decrease shall have the effect of shortening the term of the incumbent Directors.

#### ARTICLE 8

Incorporation: The name and address of the person signing these Articles of Incorporation is:

Lorena Ordonez  
6637 Via Regina  
Boca Raton FL 33433

#### ARTICLE 9

Cumulative Voting: At each election for Directors every stockholder entitled to vote at such election shall have the right to cumulate her/his votes by giving one candidate as many votes as the number of Directors to be elected at that time, multiplied by the number of shares or by distributing such votes on the same principle among any number of candidates.

#### ARTICLE 10

Action by Directors and Stockholders without a Meeting:

The Directors and Stockholders of this Corporation may take action by written consent, as provided by law and the By Laws of this Corporation.

ARTICLE 11

Amendment: This corporation reserves the right to amend or repeal any provisions contained in these Articles of Incorporation, or any amendment thereto, and any right conferred upon the stockholders is subject to this reservation.

END OF ARTICLES

IN WITNESS WHEREOF, the undersigned Subscriber has executed these Articles of Incorporation this 3rd Day of September 2003.

Lorena Odonez  
Lorena Odonez

STATE OF FLORIDA  
COUNTY OF PRIMAVERA

Before me, a Notary Public authorized to take acknowledgments in the State and County set forth above, personally appeared Lorena Odonez, known to me and known by me to be the person who executed the foregoing Articles of Incorporation.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal in the State and County aforesaid, this 3rd day of September 2003.

OFFICIAL SEAL

Richard M. Widlansky  
Notary Public



Richard M. Widlansky  
Commission # CC 971672  
Expires Oct. 1, 2004  
Bonded Thru  
Atlantic Bonding Co., Inc.

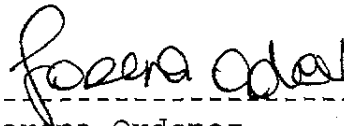
DESIGNATION OF REGISTERED AGENT  
FOR: Secretary Virtual Inc.

Pursuant to Chapter 48.091, Florida Statutes, the following  
is submitted:

Secretary Virtual Inc., desiring to organize under the Laws  
of the State of Florida, with its principal office as  
indicated in the Articles of Incorporation at the City of  
Boca Raton, County of Palm Beach, State of Florida has named  
Lorena Ordonez of 6637 Via Regina, Boca Raton FL 33433 as  
its registered agent for service and process within this  
State. The above address is the official business address of  
the corporation.

ACKNOWLEDGMENT

Having been named to accept service of process for the above  
stated and named Corporation, at the place designated in this  
Certificate, I hereby agree to act in this capacity, and  
agree to comply with the provision of said Act relative to  
keeping open said office.

  
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Lorena Ordonez

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Boca Raton FL 33433

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