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# DENNIS D. CAMP, P.A.

ATTORNEY AT LAW 351 N.E. 8<sup>th</sup> AVENUE OCALA, FLORIDA 34470

DENNIS D. CAMP, ESQUIRE

TELEPHONE: 352/369-0664 FACSIMILE: 352/402-0028 E-MAIL: DCAMP53504@AOL.COM

February 6, 2004

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

Re: Excel Administrative Services, Inc.

# Gentlemen:

Enclosed are the original and one duplicate of the proposed Articles of Incorporation of the above captioned corporation.

Please endorse your approval of the Articles on the duplicate copy, certify same, and return the certified copy to this office in the enclosed envelope. It is understood that the original document with your endorsed approval is to be filed in your records pursuant to Florida law.

A check in the amount of \$78.75 is enclosed to cover the filing fee and certification of the copy.

If any further charges are required, or if, for any reason, the Articles do not meet current requirements, please notify the undersigned by collect telephone call at (352) 369-0664.

Sincerely yours,

DENNIS D. CAMP

DDC:dec:encls.

# ARTICLES OF INCORPORATION

### **OF**

# EXCEL ADMINISTRATIVE SERVICES, INC.

The undersigned, for the purpose of forming a corporation under the laws of the State of Florida, hereby adopts the following Articles of Incorporation:

### ARTICLE I: Name

The name of the corporation is EXCEL ADMINISTRATIVE SERVICES, INC.

# **ARTICLE II: Purposes**

The purpose of which the corporation is organized is: administrative services.

# **ARTICLE III: Business**

The corporation may engage in any activity of business permitted under the laws of the United States and Florida.

### ARTICLE IV: Stock

The total number of shares of stock which the corporation will have authority to issue is One Hundred (100) shares of Ten Dollars per share par value Class A common stock. All of said stock will be payable in cash or real or personal property or such consideration as may be fixed by the shareholders.

### ARTICLE V:

# Registered Agent and Address and Principal Office

The initial address of the registered office of the corporation is 2521 N.W. 45<sup>th</sup> Place, Ocala, Florida 34475.

The name of the corporation's registered agent at said address is LATONJA H. SPENCER, The principal business office of the corporation is 2521 N.W. 45<sup>th</sup> Place, Ocala, Florida

### ARTICLE VI:

# Management of Corporation by Shareholders

All corporate powers will be exercised by or under the authority of, and the business of the corporation will be managed by the shareholders rather than a Board of Directors, including the power to adopt, alter, amend, or repeal by-laws.

# **ARTICLE VII: Effective Date**

The corporation will commence existence on acceptance of these Articles of Incorporation by the Secretary of State of Florida.

# ARTICLE VIII: Incorporator

Following is the name and street address of the person(s) signing these Articles as incorporators: Latonja H. Spencer, 2521 N.W. 45<sup>th</sup> Place, Ocala, Florida 34475.

# ARTICLE IX:

# Shareholders as Employees

There shall be no policy prohibiting shareholders from serving as corporate officers or employees. In the event that a shareholder is employed by the corporation, said shareholder shall be entitled to receive a reasonable salary for services rendered.

The initial officers of the Corporation are:

Latonja H. Spencer, President, Secretary and Treasurer 2521 N.W. 45<sup>th</sup> Place Ocala, Florida 34475

# ARTICLE X: Preemptive Rights

Every shareholder, upon the sale for cash of any new stock of this corporation of the same kind, class or series as that which he already holds, shall have the right to purchase 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 XI: Amendment

This corporation may amend its articles of incorporation in any respect, provided that only such provisions shall be inserted by amendment as would be lawful and proper in original articles of incorporation made at the time of making such amendment. Every amendment shall be proposed by a shareholder and approved at a shareholders' meeting by not less than seventy-five percent (75%) of the stock entitled to vote thereon.

IN WITNESS WHEREOF, I have executed this Articles of Incorporation on this 6 day of February, 2004.

LATONIA H. SPENCER, Incorporator President, Secretary & Treasurer

STATE OF FLORIDA COUNTY OF MARION

I hereby certify that on this day, before me an officer duly authorized to administer oaths and take acknowledgments, personally appeared LATONJA H. SPENCER, known to me to be the person described in and who executed the foregoing instrument, who acknowledged before me that he executed the same, that I relied upon a Handle Multiple as identification of the above-named person.

WITNESS my hand and official seal in the County and State last aforesaid this 6 day of February, 2004.

NOTARY PUBLIC, State of FL

# ACCEPTANCE BY REGISTERED AGENT

I hereby accept my designation as Registered Agent for EXCEL ADMINISTRATIVE SERVICES, INC. as set forth in Article IV of the foregoing Articles of Incorporation, this day of February, 2004.

LATONJA H. SPENCER

SECRETARY OF STATE