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PICK-UP WAIT MAIL
(Business Entity Name)
(Document Number)
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2601 Wells Ave, #141 Fern Park, FL 32730 Fax 407-265-1190

## **Enrolled To Practice Before the Internal Revenue Service**

April 5, 2004

Anthony Gene Grissom Central Florida Tile & Marble, Inc. 5925 Navajo Way Orlando, FL 32807

Dear Anthony:

Please find enclosed the necessary paperwork to create your new corporate business entity known as Central Florida Tile & Marble, Inc. I have outlined below each form, its filing requirements and the due dates for each. The instructions for filing are as follows:

- 1. Articles of Incorporation The State of Florida requires three originally signed sets of the articles of incorporation. You need to sign all three originals on page one as the Resident Agent and again on page two as the President. The second page is to be notarized. A check is required to be submitted with this document in the amount of \$78.75, payable to the Florida Department of State to cover all filing fees for setting up this corporation. It takes approximately 10 days to get your paperwork back from the State of Florida, so I would recommend you mail as soon as possible. The State must receive this package within 5 days of the notary signature.
- 2. Application for Federal Identification Number This SS4 form requires your signature at the bottom of page one. No money is due with this return and I would again mail as soon as possible to the Internal Revenue Service because your bank will not allow you to open a corporate checkbook without a federal identification number. You can fax this form to IRS at 215-516-3990 for faster service.
- 3. Form 2553, Election by Small Business This form requires your signature at the bottom of the page as president and again in the middle of the form as a stockholder. Steve will also have to sign this form as a stockholder. This form is due to the Internal Revenue Service no later than 2 ½ months after the new year, in other words, you have until May 30<sup>th</sup>, 2004. I would suggest you hold only until you receive your federal identification number, place that number in the upper right hand corner and then mail.

4. The card to order your corporate stockbook has been completed for you. There is no signature required, however, a check made payable to Blumburg Excelsior in the amount of \$51.00 is required. Do not mail this card until you have received all other paperwork back from the State of Florida and the Internal Revenue Service. This book is non refundable and although there should be no problems it is wise to wait until you have everything listed above. This is the last item you will need anyway. It does include the seal.

The final step is to open a corporate checkbook. Most banks, you may want to check with your own, require a copy of the articles of incorporation, the corporate charter you will receive from the state, the federal identification number and a copy of your occupational license. You will need to open your checkbook with a minimum of \$200 which is the amount represented as your stock purchase.

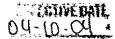
I have enclosed copies of all items above for your files and envelopes for your convenience. If you have any questions, please do not hesitate to call me.

Sincerely,

Brenda L. Ellrodt

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- 1. The name of this corporation shall be: Central Florida Tile & Marble, Inc.
- 2. The corporation may engage in any activity or business permitted under the laws of the United States and the laws of the State of Florida.
- 3. The amount of capital stock authorized is 200 shares of common stock having a par value of \$1.00 per share.
- 4. The amount of capital with which the corporation shall begin business is \$200.00.
- 5. The corporation is said to have perpetual existence, said existence to commence on April 10, 2004.
- 6. The initial street address of the principal office of the corporation is: 5925 Navajo Way, Orlando, FL 32807.
- 7. The corporation shall have one director. The business of the corporation shall be managed by the stockholders and director.

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

Anthony Gene Grissom 5925 Navajo Way Orlando, FL 32807

Anthony Gene Grissom

President

STATE OF FLORIDA COUNTY OF Seurole

Before me, the undersigned authority, this day personally appeared Anthony Gene Grissom, who, being first duly sworn, deposes and says that he has read the foregoing; that the facts and matters are true and correct and that he has executed the same for the purposes expressed therein. Anthony Gene Grissom is well known to me or has produced a drivers license as proof of identification, License No.

Witness my hand and official seal this \_\_\_\_\_ day of the

Notary Public, State of Florida My Commission Expires:

> Brenda L. Elfradt MY COMMISSION # DD118138 EXPIRES August 8, 2006 BONDED THRU TROY FAIN INSURANCE INC

# ARTICLES OF INCORPORATION DEPARTMENT OF STATE

Certificate designating place of business or domicile for the service of process within this
State, naming agent upon whom process may be served and names and addresses of the
Officers and Directors.

The following is submitted, in compliance with Chapter 48.091, Florida Statutes:

# Central Florida Tile & Marble, Inc.

A corporation organized (or organizing) under the laws of the State of Florida with its principle office at 5925 Navajo Way, Orlando, County of Orange, State of Florida, 32807, has named Anthony Gene Grissom, located at 5925 Navajo Way, Orlando, County of Orange, State of Florida, 32807, as its agent to accept service of process within this State.

## OFFICERS:

Name:	<u>Title:</u>	Specific Address:
Anthony Gene Grissom	President	5925 Navajo Way Orlando, FL 32807
Steve Michael Cowart	V. Pres.	7007 Hershey Way Orlando, FL 32822

#### ACCEPTANCE:

I agree as Resident Agent to accept service of process; to keep my office open during prescribed hours; to post my name (and any other officers of said corporation authorized to accept service of process at the above Florida designated address) in some conspicuous place in office as required by law.

Anthony Gene Grissom Resident Agent

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