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Certified Copies	_ Certificates	of Status
Special Instructions to	Filing Officer:	
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## FLORIDA DEPARTMENT OF STATE DIVISION OF CORPORATIONS

#### INSTRUCTIONS FOR A PROFIT CORPORATION

The following are instructions, a transmittal letter and sample articles of incorporation pursuant to Chapter 607 and 621 Florida Statutes (F.S.).

## NOTE: THIS IS A BASIC FORM MEETING MINIMAL REQUIREMENTS FOR FILING ARTICLES OF INCORPORATION.

The Division of Corporations strongly recommends that corporate documents be reviewed by your legal counsel. The Division is a filing agency and as such does not render any legal, accounting, or tax advice.

This office does not provide you with corporate seals, minute books, or stock certificates. It is the responsibility of the corporation to secure these items once the corporation has been filed with this office.

Questions concerning S Corporations should be directed to the Internal Revenue Service by telephoning 1-800-829-1040. This is an IRS designation, which is not determined by this office.

A preliminary search for name availability can be made on the Internet through the Division's records at www.sunbiz.org. Preliminary name searches and name reservations are no longer available from the Division of Corporations. You are responsible for any name infringement that may result from your corporate name selection.

Pursuant to Chapter 607 or 621 F.S., the articles of incorporation must set forth the following:

Article I: The name of the corporation must include a corporate suffix such as Corporation,

Corp., Incorporated, Inc., Company, or Co.

A Professional Association must contain the word "chartered" or "professional

association" or "P.A.".

Article II: The principal place of business and mailing address of the corporation.

Article III: Specific Purpose for a "Professional Corporation"

Article IV: The number of shares of stock that this corporation is authorized to have must be

stated.

CR2E010(6/03)

Article V: The names, address and titles of the Directors/Officers (optional). The names of officers/directors may be required to apply for a license, open a bank account, etc.

Article VI: The name and Florida street address of the initial Registered Agent. The Registered Agent must sign in the space provided and type or print his/her name accepting the designation as registered agent.

Article VII: The name and address of the Incorporator. The Incorporator <u>must</u> sign in the space provided and type or print his/her name below signature.

An Effective Date: Add a separate article if applicable or necessary: An effective date may be

added to the Articles of Incorporation, otherwise the date of receipt will be the file date. (An effective date can not be more than five (5) business days prior to the

date of receipt or ninety (90) days after the date of filing).

The fee for filing a profit corporation is:

Filing Fee \$35.00

Designation of Registered Agent \$35.00

Certified Copy (optional) \$ 8.75 (plus \$1 per page for each page over 8, not to exceed a maximum of \$52.50).

Certificate of Status (optional) \$ 8.75

(Make checks payable to Florida Department of State)

Mailing Address:

Department of State Division of Corporations

P.O. Box 6327

Tallahassee, FL 32314

(850) 245-6052

Street Address:

Department of State
Division of Corporations

409 E. Gaines St.

Tallahassee, FL 32399

(850) 245-6052

### TRANSMITTAL LETTER

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

	(PROPOSED CORPORA)	TE NAME – <u>MUST INCLU</u>	DE SUFFIX)	-		
Enclosed are an orig	ginal and one (1) copy of the artic	cles of incorporation and	l a check for:			
□	□ ago = e	TD/				
\$70.00	<b>□</b> \$78.75	\$78.75	<b>□</b> \$87.50			
Filing Fee	Filing Fee	Filing Fee	Filing Fee,			
	& Certificate of Status	& Certified Copy	Certified Copy			
			& Certificate of			
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		ADDITIONAL CO	PY REQUIRED			
PDOM.	Chris An	naelini	<u> </u>			
FROM:	FROM: Name (Printed or typed)					
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Address Address						
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Daytime Telephone number						