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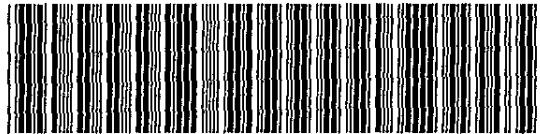
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DEPARTMENT OF STATE  
TALLAHASSEE, FLORIDA

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12-01-03-05  
16

***Lisa Ann Leesch***

37510 Clinton Avenue  
Dade City, Florida 33525  
Telephone: (813) 992-7573

December 30, 2004

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

**Re: Administrative Paralegal Services, Inc.**

Gentlemen:


Enclosed please find the Articles of Incorporation and Designation of Registered Agent for the above-referenced corporation along with our check for the filing fee as follows:

Profit Corporation Filing Fee \$35.00  
Registered Agent Designation \$35.00

Total Enclosed \$70.00

Please file these documents and return the Certificate of Filing to our office. If you have any questions about the above or the enclosed, please do not hesitate to call.

Sincerely yours,



Lisa Ann Leesch

LAL/bh

Enclosures

**ARTICLES OF INCORPORATION**  
**OF**  
**ADMINISTRATIVE PARALEGAL SERVICES, INC.**

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SECRETARY OF STATE  
TALLAHASSEE, FLORIDA

The undersigned subscribers, being natural persons competent to contract, for the purpose of forming a corporation under the Laws of the State of Florida, hereby adopt the following Articles of Incorporation for such corporation:

**ARTICLE ONE**

The name of the corporation shall be: Administrative Paralegal Services, Inc.

**ARTICLE TWO**

This corporation shall have perpetual existence unless sooner dissolved according to law, and shall commence corporation existence upon the filing of these Articles by the Department of State.

**ARTICLE THREE**

This corporation is organized for the purpose of transacting any or all lawful business, including, but not limited to, the following:

A. To purchase or otherwise acquire letters, patents, copyrights, trademarks, concessions, licenses, inventions, rights, franchises, and privileges, subject to royalty or otherwise and whether exclusive, non-exclusive or limited, or any part interest in any of the above-enumerated rights whether in the United States or in any other part of the world; to sell, let or grant any of said rights, belonging to the corporation, or which it may let or grant, or which it may acquire, or any interest in the same; and to register any patent or patents, for any invention or inventions, or any copyrights or trademarks, or obtain exclusive or other privileges in respect to the same, and to apply for, exercise, use or otherwise deal with or turn to account any patent rights, copyrights, or

trademarks, any concessions, monopolies, franchises, or other rights or privileges either in the United States or in any other part of the world.

B. To manufacture, fabricate, process, deal in, install, store, handle, transport, export, import or otherwise handle any and all goods, materials, appurtenances and processes useful in, necessary for, or convenient in the conducting of the business of the corporation, or of any subsidiary or agency thereof.

C. To buy, sell, exchange and generally deal in real properties, improved and unimproved, and buildings of every class and description; to improve, manage, operate, sell, buy, mortgage, lease or otherwise acquire or dispose of any property, real or personal and take mortgages and assignment of mortgages upon the same; to make and obtain loans upon real estate, improved or unimproved, and upon personal property, giving or taking evidences of indebtedness and securing the payment thereof by mortgage, trust deed, pledge or otherwise, to enter into contracts to buy or sell any property, real or personal; to buy and sell mortgages, trust deeds, and contracts and evidences of indebtedness; to purchase or otherwise acquire, for the purpose of holding or disposing of the same, real or personal property of every kind and description, including the goodwill, stock rights and property of any person, firm, association or corporation, paying for the same in cash, stock or bonds of this corporation; to draw, make, accept, endorse, discount, execute, and issue promissory notes, bills of exchange, warrants, bond, debentures, and other negotiable or transferable instruments or obligations without restriction of limit as to amount; to purchase, acquire, hold, own, mortgage, sell, convey or otherwise dispose of real and personal property of every class and description in any state, district, territory, colony or foreign country; and to act as agent or broker for any other person, firm or corporation in doing any and all acts described herein.

D. To purchase equities, mortgages, installment sales contracts, notes, drafts, acceptance

and commercial paper of every kind and description, including accounts receivable, of other persons, firms or corporations; to hold, collect and otherwise use the same for the benefit of the corporation; and to sell or otherwise dispose of the same.

E. To operate, conduct and carry on other businesses which may be purchased or otherwise acquired by the corporation, or to lease or rent the same to any other person, firm or corporation, during such period of time as the corporation may own such business or businesses, in order to prevent depreciation in the value of such business or businesses prior to sale or other disposition of the same by the corporation.

F. To purchase, subscribe for, hold, pledge, transfer, sell or otherwise dispose of or deal in, shares of capital stock of corporations, including this corporation, bonds, debentures, notes, or other securities or evidences of indebtedness of any private or public corporation, to do any other act or thing, permitted by law for the preservation, protection, improvements, or enhancement of the value of such shares of stock, bonds, debentures, notes or other securities or evidences of indebtedness, including the right to vote thereon, and respecting any of the enumerated items to exercise any and all rights and privileges of ownership thereof.

G. To transact the business of investing on behalf of itself or others, any part of its capital and such additional funds as it may obtain, or any interest therein in any and all ventures, so far as the same are permissible by law, and selling or otherwise disposing of such investments, or any part thereof, or interest therein.

H. To engage in the brokerage business, on behalf of itself or others, including but not limited to the business and professions of real estate, securities, insurance and mortgage and to do any and all business which may be delegated to agents or brokers by principals and to conduct and operate general agency and brokerage business of every kind and description.

I. To do all things which are lawful under the Laws of the State of Florida, which are necessary, suitable, convenient or proper for the accomplishment of any of the purposes, or attainment of any or all of the objects of the corporation or incidental to the powers herein named which shall at any time appear conducive or expedient for the protection or benefit of the corporation either as holder of, or interested in, any property or otherwise, with all the powers now or hereafter conferred by the Laws of the State of Florida upon corporations.

J. For the accomplishment of any object on or about its business or affairs, to incur debts without limit, and to raise, borrow and secure the payment of money in any lawful manner.

K. The powers specified herein shall be construed both as purposes and powers and shall be in no wise limited or restricted by reference to or inference from, the terms of any other clause in this or any other article, but the purposes and powers specified in each of the clauses herein shall be regarded as independent purposes and powers, and the enumeration of specific purposes and powers shall not be construed to limit or restrict in any manner the meaning of general terms or of the general powers of the corporation; nor shall the expression of one thing be deemed to exclude another, although it be of like nature not expressed.

#### **ARTICLE FOUR**

This corporation is authorized to issue 7500 shares of One Dollar (\$1.00) par value common stock which shall be designated "Common Stock".

#### **ARTICLE FIVE**

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 the issuance of fractional shares) at the price at which it is offered to others.

## **ARTICLE SIX**

The street address of the initial principal place of business of this corporation is 37510 Clinton Avenue, Dade City, Florida 33525; the initial mailing address of this corporation is 37510 Clinton Avenue, Dade City, Florida 33525.

## **ARTICLE SEVEN**

The name, street address and mailing address of the initial registered agent of this corporation is Lisa Ann Leesch, 37510 Clinton Avenue, Dade City, Florida 33525.

## **ARTICLE EIGHT**

This corporation shall have two (2) directors initially. The number of directors may be increased or diminished from time to time by the by-laws of this corporation, but shall never be less than one. The names and addresses of the initial directors of this corporation are:

Lisa Ann Leesch	Raymond Harrison, Jr.
37510 Clinton Avenue	37510 Clinton Avenue
Dade City, Florida 33525	Dade City, Florida 33525

## **ARTICLE NINE**

The names and street addresses of the officers of this corporation who, subject to the provisions of the certificate of incorporation, shall hold office for the first year of the corporation's existence, or until their successors are elected and have qualified are:

<u>Name and Office</u>	<u>Street Address</u>
Lisa Ann Leesch President	37510 Clinton Avenue Dade City, Florida 33525
Raymond Harrison, Jr. Vice-President/Secretary	37510 Clinton Avenue Dade City, Florida 33525

## **ARTICLE TEN**

Members of the Board of Directors may participate in meetings of the Board of Directors by

means of conference telephone as provided by law.

#### ARTICLE ELEVEN

The directors of this corporation may take action by written consent as provided by law.

#### ARTICLE TWELVE

This corporation shall indemnify any officer or director or any former officer or director to the fullest extent permitted by law.

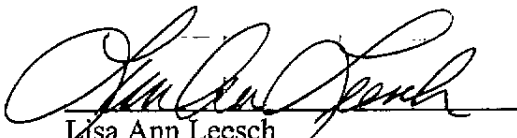
#### ARTICLE THIRTEEN

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

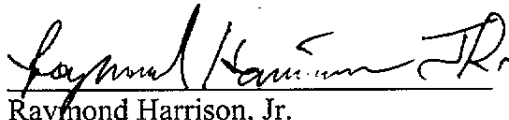
#### ARTICLE FOURTEEN

The names of the persons signing these Articles of Incorporation as incorporators are Lisa Ann Leesch and Raymond Harrison, Jr.

IN WITNESS WHEREOF, the undersigned have executed these Articles of Incorporation on the 31<sup>st</sup> day of December, 2004.



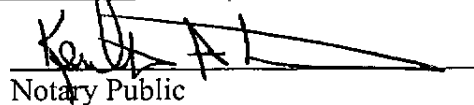
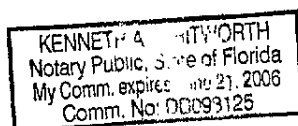
Lisa Ann Leesch  
37510 Clinton Avenue  
Dade City, Florida 33525



Raymond Harrison, Jr.  
37510 Clinton Avenue  
Dade City, Florida 33525

STATE OF FLORIDA  
COUNTY OF HILLSBOROUGH

The foregoing instrument was acknowledged before me this 31 day of Dec, 2004, by Lisa Ann Leesch and Raymond Harrison, Jr., who are personally known to me or who produced personally known, as identification.

  
Notary Public

My Commission expires: 6.21.05



**CERTIFICATE OF ACKNOWLEDGMENT  
OF REGISTERED AGENT FOR THE PURPOSE  
OF ACCEPTING SERVICE OF PROCESS FOR:**

**ADMINISTRATIVE PARALEGAL SERVICES, INC.**

Having been named to accept service of process for the above stated corporation, at the place designated in the Articles of Incorporation, I hereby accept the appointment as registered agent and agree to act in this capacity and to comply with the provisions of Florida Statutes, Chapter 607, governing formation of corporations.



Lisa Ann Leesch  
37510 Clinton Avenue  
Dade City, Florida 33525

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SECRETARY OF STATE  
TALLAHASSEE, FLORIDA