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(Requestor's Name)

(Address)

(Address)

(City/State/Zip/Phone #)

☐

PICK-UP

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WAIT

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MAIL

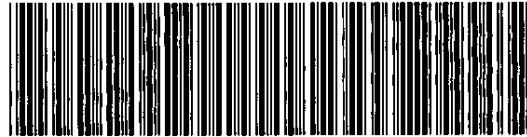
(Business Entity Name)

(Document Number)

Certified Copies \_\_\_\_\_ Certificates of Status \_\_\_\_\_

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06/17/11--01003--010 \*\*87.50

FILED  
SECRETARY OF STATE  
DIVISION OF CORPORATIONS  
11 JUN 17 AM 9:59

Ps 6/18/11

## COVER LETTER

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

**SUBJECT: Keys for Small Business, Inc.**

(PROPOSED CORPORATE NAME – MUST INCLUDE SUFFIX)

Enclosed are an original and one (1) copy of the articles of incorporation and a check for:

☐ \$70.00 Filing Fee  
☐ \$78.75 Filing Fee  
& Certificate of Status

<input type="checkbox"/> \$78.75 Filing Fee & Certified Copy	<input checked="" type="checkbox"/> \$87.50 Filing Fee, Certified Copy & Certificate of Status
<b>ADDITIONAL COPY REQUIRED</b>	

FROM: Karin J. Callaway

Name (Printed or typed)

4514 Santa Clara Avenue

Address

Middleburg, FL 32068

City, State & Zip

904-955-7196

Daytime Telephone number

kjc415@gmail.com

E-mail address: (to be used for future annual report notification)

**NOTE: Please provide the original and one copy of the articles.**

# ARTICLES OF INCORPORATION

In compliance with Chapter 607 and/or Chapter 621, F.S. (Profit)

FILED  
SECRETARY OF STATE  
DIVISION OF CORPORATIONS

## ARTICLE I NAME

The name of the corporation shall be: Keys for Small Business, Inc.

11 JUN 17 AM 9:59

## ARTICLE II PRINCIPAL OFFICE

Principal street address  
4514 Santa Clara Avenue  
Middleburg, FL 32068

Mailing address, if different is:

## ARTICLE III PURPOSE

The purpose for which the corporation is organized is:

Keys for Small Business, Inc. is organized to provide small businesses a cost effective way to process the products or services from which they draw their livelihood. this will include, but not be limited to; Accounting functions for Small Business, including Payroll processing, various tax reports, transcription, collection letters, required form filings, human resource assistance, instructions for software applications, and a network of other sources of assistance.

## ARTICLE IV SHARES

The number of shares of stock is: Twenty five Thousand Shares - Common

## ARTICLE V INITIAL OFFICERS AND/OR DIRECTORS

Name and Title: Karin J Callaway, President

Address: 4514 Santa Clara Avenue  
Middleburg, FL 32068

Name and Title: Robert E. Russell, Jr. Trustee 2

Address: 3309 Citation Drive  
Green Cove Springs, FL 32043

Name and Title: Diane Russell, Vice President

Address: 3739 C.R. 218 #20  
Middleburg, FL 32068

Name and Title: \_\_\_\_\_

Address: \_\_\_\_\_

Name and Title: Walter E. Callaway, Trustee 1

Address: 4514 Santa Clara Avenue  
Middleburg, FL 32068

Name and Title: \_\_\_\_\_

Address: \_\_\_\_\_

## ARTICLE VI REGISTERED AGENT

The name and Florida street address (P.O. Box NOT acceptable) of the registered agent is:

Name: Robert E. Russell, Jr.

Address: 3309 Citation Drive  
Green Cove Springs, FL 32043

## ARTICLE VII INCORPORATOR

The name and address of the Incorporator is:

Name: Karin J. Callaway

Address: 4514 Santa Clara Avenue  
Middleburg, FL 32068

*Having been named as registered agent to accept service of process for the above stated corporation at the place designated in this certificate, I am familiar with and accept the appointment as registered agent and agree to act in this capacity*

Required Signature/Registered Agent

5/30/11  
Date

*I submit this document and affirm that the facts stated herein are true. I am aware that the false information submitted in a document to the Department of State constitutes a third degree felony as provided for in s.817.155, F.S.*

Required Signature/Incorporator

5/30/2011  
Date