

**Electronic Articles of Incorporation
For**

P23000002847
FILED
January 09, 2023
Sec. Of State
tscott

ADMINISTRATION ASSISTANTS INC.

The undersigned incorporator, for the purpose of forming a Florida profit corporation, hereby adopts the following Articles of Incorporation:

Article I

The name of the corporation is:

ADMINISTRATION ASSISTANTS INC.

Article II

The principal place of business address:

12115 MONTEVISTA RD.
CLERMONT, FL. 34711

The mailing address of the corporation is:

12115 MONTEVISTA RD.
CLERMONT, FL. 34711

Article III

The purpose for which this corporation is organized is:

ANY AND ALL LAWFUL BUSINESS.

Article IV

The number of shares the corporation is authorized to issue is:

1

Article V

The name and Florida street address of the registered agent is:

ALAN W VANCE
12115 MONTEVISTA RD.
CLERMONT, FL. 34711

I certify that I am familiar with and accept the responsibilities of registered agent.

Registered Agent Signature: ALAN W. VANCE

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Article VI

The name and address of the incorporator is:

ALAN W. VANCE
12115 MONTEVISTA RD.

CLERMONT, FL 34711

Electronic Signature of Incorporator: ALAN W. VANCE

I am the incorporator submitting these Articles of Incorporation and affirm that the facts stated herein are true. I am aware that 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. I understand the requirement to file an annual report between January 1st and May 1st in the calendar year following formation of this corporation and every year thereafter to maintain "active" status.

Article VII

The initial officer(s) and/or director(s) of the corporation is/are:

Title: PRES
ALAN W VANCE
12115 MONTEVISTA RD.
CLERMONT, FL. 34711

Article VIII

The effective date for this corporation shall be:

01/08/2023