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TRANSMITTAL LETTER

FILED

96 AUG 19 PM 3:03

SECRETARY OF STATE
TALLAHASSEE, FLORIDA

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

SUBJECT: International Secretarial Services, Incorporated
(Proposed corporate name - must include suffix)

300001925813
-08/20/96--01019--015
****122.50 ****122.50

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

☐ \$70.00
Filing Fee

☐ \$78.75
Filing Fee
& Certificate

☒ \$122.50
Filing Fee
& Certified Copy

☐ \$131.25
Filing Fee,
Certified Copy
& Certificate

Additional Copy Required

FROM:

Debra Gilliland

Name (printed or typed)

2220 N. 37th Ave.

Address

Hollywood Hills, FL 33021

City, State & Zip

(305) 963-9439

Daytime Telephone number

Debra Gilliland
AUTHORIZATION BY PHONE TO
SECRET delete certificate
on R 4 cert of dissolution

PA 8/21/96

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

ARTICLES OF INCORPORATION

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SECRETARY OF STATE
TALLAHASSEE, FLORIDA

The undersigned incorporator(s), for the purpose of forming a corporation under the Florida Business Corporation Act, hereby adopt(s) the following Articles of Incorporation.

ARTICLE I NAME

The name of the corporation shall be:

International Secretarial Services, Incorporated

ARTICLE II PRINCIPAL OFFICE

The principal place of business and mailing address of this corporation shall be:

2220 N. 37th Avenue
Hollywood Hills, FLORIDA 33021

ARTICLE III SHARES

The number of shares of stock that this corporation is authorized to have outstanding at any one time is:

1

ARTICLE IV INITIAL REGISTERED AGENT AND STREET ADDRESS

The name and address of the initial registered agent is:

MARK B. GILLILAND
2220 N. 37th Ave.
Hollywood Hills, FLORIDA 33021

ARTICLE V INCORPORATOR(S)

See instructions for officers/directors

The name(s) and street address(es) of the incorporator(s) to these Articles of Incorporation is(are):

Debra Ann Gilliland
2220 N. 37th Ave.
Hollywood Hills, Florida 33021

The undersigned incorporator(s) has(have) executed these Articles of Incorporation this

22 day of July, 19 96.

Debra Ann Gilliland

Signature

Mal Gilliland

Signature

Lyn S. Gilliland

Signature

NOTE: Affixing an officer title after a signature of an incorporator does not constitute the designation of officers.

**CERTIFICATE OF DESIGNATION OF
REGISTERED AGENT/REGISTERED OFFICE**

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PURSUANT TO THE PROVISIONS OF SECTION 607.0501, FLORIDA STATUTES, FLORIDA
UNDERSIGNED CORPORATION, ORGANIZED UNDER THE LAWS OF THE STATE OF
FLORIDA, SUBMITS THE FOLLOWING STATEMENT IN DESIGNATING THE REGISTERED
OFFICE/REGISTERED AGENT, IN THE STATE OF FLORIDA.

1. The name of the corporation is:

International
Secretarial Services,
Incorporated.

2. The name and address of the registered agent and office is:

MARK GILLILAND

(NAME)

2220 N. 37th Ave.

(P.O. Box or Mail Drop Box **NOT** ACCEPTABLE)

Hollywood Hills, FL 33021

(CITY/STATE/ZIP)

Having been named as registered agent and to accept service of process for the above stated corporation at the place designated in this certificate, I hereby accept the appointment as registered agent and agree to act in this capacity. I further agree to comply with the provisions of all statutes relating to the proper and complete performance of my duties, and I am familiar with and accept the obligations of my position as registered agent.



(SIGNATURE)

7/22/96.

(DATE)