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Quarles & Brady

P97000057159
June 9, 1997

Secretary of State
Divisions of Corporations
Post Office Box 6327
Tallahassee, Florida 32314

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Re: **Incorporation of READYOFFICE, Inc.**

Dear Sir/Madam:

Enclosed herewith are originals and one copy of Articles of Incorporation prepared for the initial filing of incorporation for the above-referred entity. Please file accordingly and return the copy, with time and date stamp, to me in the enclosed envelope. Also please provide a certified copy of the Articles of Incorporation.

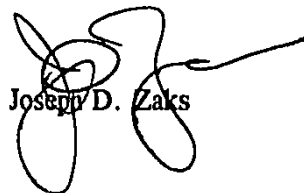
Our check for your corporation filing and certified copy fee of \$122.50 is enclosed.

Also enclosed is a copy of a letter from the founder of Ready Office L.C. authorizing the corporation to use the name READYOFFICE, INC.

Should you have any questions concerning this matter, please do not hesitate to contact me.

Very truly yours,

QUARLES & BRADY


Joseph D. Zaks

JDZ/pjs
Enclosures

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97 JUN 27 PM 12:04
SECRET
TALLAHASSEE, FLORIDA

ReadyOffice

To: Secretary of the State of Florida
Fm: Jeffrey J. Rinz - member President
Dt: June 9, 1997
Ref: Transfer of ReadyOffice Ltd name

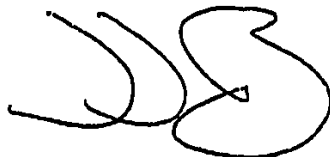
To whom it may concern:

This letter hereby authorizes the transfer of the ReadyOffice Ltd. registered name from a limited liability company legal status to corporate sub S legal status.

Thank you for your attention in this matter.

Sincerely,

Jeffrey J. Rinz



Copy: Mr. Joeseeph Zaks - Esq. Quarles & Brady

NOTE NEW ADDRESS CHANGE FOR REGISTRATION PURPOSES:

8951 Bonita Beach Road
Unit 525-309
Bonita Springs, Florida 34135
Tel no. 941-948-0429
Fax no. 941-948-0439

ARTICLES OF INCORPORATION

OF

READYOFFICE, INC.

**ARTICLE I
NAME**

The name and address of this corporation is READYOFFICE, INC., 8951 Bonita Beach Road, Unit 525-309, Bonita Beach, Florida 34135.

**ARTICLE II
DURATION**

This corporation shall exist perpetually commencing on the date of the execution of these Articles of Incorporation, pursuant to Florida Statute Section 607.167, providing that corporate existence may begin up to five (5) days before the filing with the Secretary of State for the State of Florida.

**ARTICLE III
PURPOSE**

This corporation is organized to engage in the construction, management, development and sales of commercial real property and any and all purposes allowed a Florida corporation.

**ARTICLE IV
CAPITAL STOCK**

The corporation is authorized to issue 7,500 shares of one dollar (\$1.00) par value common stock. Such shares shall be treated as stock under Section 1244 of the Internal Revenue Code in the event of loss upon the sale or exchange of these shares. Any such loss shall be deemed an ordinary loss, to the extent allowed by Section 1244.

**ARTICLE V
INITIAL REGISTERED OFFICE AND AGENT**

The street address of the initial registered office of this corporation is 8951 Bonita Beach Road, Unit 525-309, Bonita Springs, Florida 34135 and the name of the initial registered agent of this corporation at that address is Jeffrey J. Rinz.

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TALLAHASSEE, FLORIDA

**ARTICLE VI
INITIAL BOARD OF DIRECTORS**

This corporation shall have one director initially. The number of directors may be either increased or diminished from time to time by the By-Laws but shall never be less than one. The name and address of the initial director of this corporation is as follows:

JEFFREY J. RINZ
8951 Bonita Beach Road
Unit 525-309
Bonita Beach, Florida 34135

**ARTICLE VII
INCORPORATOR**

The name and address of the person signing these articles is: Jeffrey J. Rinz, 8951 Bonita Beach Road, Unit 525-309, Bonita Beach, Florida 34135.

**ARTICLE VIII
BY-LAWS**

The power to adopt, alter, amend or repeal By-Laws shall be vested in the Board of Directors and the Shareholders.

**ARTICLE IX
SHAREHOLDER QUORUM**

A majority of the shares entitled to vote, represented in person or by proxy, shall constitute a quorum at a meeting of the shareholders.

**ARTICLE X
MAJORITY VOTE TO AMEND**

These Articles may be amended upon a majority vote of the shareholders.

**ARTICLE XI
MEETINGS**

Any meeting of shareholders may be held whether within or outside the State of Florida.

**ARTICLE XII
APPROVAL OF SHAREHOLDERS REQUIRED FOR MERGER**

The approval of the shareholders of this corporation to any plan of merger is required, even if that approval is not required by law.

**ARTICLE XIII
NO REMOVAL OF DIRECTORS**

The shareholders of this corporation are not entitled to remove any director from office during his term without cause.

**ARTICLE XIV
PREEMPTIVE RIGHTS**

Every shareholder, upon the issuance or sale of any new stock of this corporation of the same kind or class as that which he already owns, has the preemptive right to purchase his pro rata share (as nearly as may be done without issuance of fractional shares) at the price at which it is offered to others.

**ARTICLE XV
INDEMNIFICATION**

The corporation shall indemnify any officer or director, or any former officer or director, against all liability, expenses, costs, damages and attorneys' fees reasonably incurred for any action or inaction in connection with the corporation except for gross negligence, willful misconduct, or criminal actions where the crime was not committed in a good faith or reasonable belief that the action was lawful and was not opposed to the best interests of the corporation.

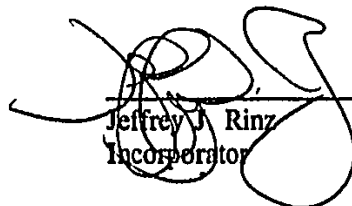
An officer or director shall not be liable to the corporation for any loss or damage sustained by it for any action taken or omitted by him if he in good faith exercised the care of a prudent man, in good faith acted or failed to act based upon advice of counsel for the corporation or on the books and records of the corporation, or followed what he believed to be sound accounting and business practice.

The foregoing rights of indemnification are in addition to all other rights to which the officer or director may be entitled under law.

**ARTICLE XVI
AMENDMENT**

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

IN WITNESS WHEREOF, the undersigned incorporator has executed these Articles of Incorporation on the 19 day of June, 1997.

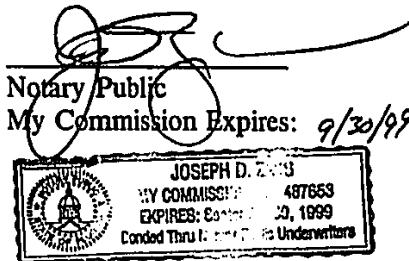


Jeffrey J. Rinz
Incorporator L.S.

STATE OF FLORIDA)
) ss:
COUNTY OF COLLIER)

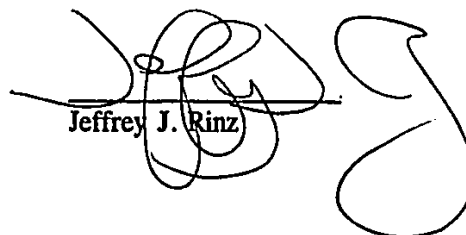
Before me, a notary public authorized to take acknowledgments in the State and County set forth above personally appeared Jeffrey J. Rinz, who was not sworn and who is ☒ personally known to me or ☐ who presented a drivers license identifying him as the person who executed these Articles of Incorporation, and he acknowledged before me that as his free act he executed these Articles of Incorporation.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal in the State and County aforesaid, this 19 day of June, 1997.



I, Jeffrey J. Rinz, agree to serve as resident agent and accept service for READY OFFICE, INC. at its registered office and am familiar with and agree to comply with the provisions of Sections 48.091 and 607.325 of the Florida Statutes in keeping said office open.

Dated this 19 day of June, 1997.


Jeffrey J. Rinz

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TALLAHASSEE, FLORIDA