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July 23, 1997

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

RE: Paralegal and Secretarial Service, Inc.
Articles of Incorporation

Dear Sir/Madam:

Enclosed herein please find the original and one copy of the Articles of Incorporation for the aforementioned corporation, along with my personal check in the amount of \$122.50 made payable to the Secretary of State, which represents the costs of filing the Articles and one certified copy.

At your earliest convenience, please file and certify same and forward the stamped Articles of Incorporation to my home address which is 8205 San Carlos Circle, Tamarac, Florida 33321.

I would appreciate it if you would please call me with the charter number when available. The telephone number is (954) 721-3340 or (954) 423-6554. Please leave a message if there is no one available to accept your telephone call.

Thank you for your attention to this regard. If you have any questions, please contact me.

Very truly yours,


SHARON COMITO-SMITH

SCS/tlh

Enclosure

G:\md\General\SecofState.ltr

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SECRETARY OF STATE
TALLAHASSEE, FLORIDA

W97-17824

B. McKnight SEP 11 1997



FLORIDA DEPARTMENT OF STATE
Sandra B. Mortham
Secretary of State

August 4, 1997

SHARON COMITO-SMITH
8205 SAN CARLOS CIRCLE
TAMARAC, FL 33321

SUBJECT: PARALEGAL AND SECRETARIAL SERVICES, INC.
Ref. Number: W97000017824

We have received your document for PARALEGAL AND SECRETARIAL SERVICES, INC. and your check(s) totaling \$122.50. However, the enclosed document has not been filed and is being returned for the following correction(s):

Only one registered agent is required. Please delete one of the names in article 5.

The document must contain written acceptance by the registered agent, (i.e. "I hereby am familiar with and accept the duties and responsibilities as Registered Agent.")

The registered agent must sign accepting the designation.

Please return the original and one copy of your document, along with a copy of this letter, within 60 days or your filing will be considered abandoned.

If you have any questions concerning the filing of your document, please call (850) 487-6931.

Becky McKnight
Document Specialist

Letter Number: 297A00039388

ARTICLES OF INCORPORATION
OF
PARALEGAL and SECRETARIAL SERVICES, INC.

The undersigned subscriber to these Articles Incorporation, a natural person competent to the contract, hereby forms a corporation for the profit under the laws of the State of Florida.

ARTICLE I

The name of the corporation is PARALEGAL and SECRETARIAL SERVICES, INC.

ARTICLE II
NATURE OF BUSINESS

The corporation shall be engaged in the business of Paralegal Services and Secretarial Services and/or any other lawful business permitted under the laws of the United States and the State of Florida.

ARTICLE III
CAPITAL STOCK

The maximum number of shares of stock that this corporation is authorized to have outstanding is One Hundred (100) shares of common stock, each having a \$1.00 par value. Each stockholder of the corporation shall be entitled to one (1) vote for each paid, non-assessable share owned by them, and there shall be no cumulative voting. No holder of shares of the corporation of any class now or hereafter authorized shall have any preferential or preemptive right to subscribe for, purchase, or receive any shares of the corporation of any class now or hereafter authorized, or any options or warrants for such shares, which at any time may be issued, exchanged, or offered for sale by the corporation.

ARTICLE IV
DURATION

This corporation shall have perpetual existence.

ARTICLE V
REGISTERED AGENT AND ADDRESS

The initial street and address of the registered office and principal place of business of this corporation in the State of Florida shall be 8205 San Carlos Circle, Tamarac, Florida 33321. the registered agent (s) shall be SHARON COMITO-SMITH.

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SECRETARY OF STATE
TALLAHASSEE, FLORIDA

ARTICLE VI
DIRECTORS

The number of directors of this corporation shall be such as shall from time to time be fixed by and in the manner provided in the By-Laws of the corporation, but shall at no time be less than one nor more than seven. Except, as otherwise be required by law, vacancies in the Board of Directors and newly created directorships resulting from any increase in the authorized number of directors may be filled by a majority of the directors then in office, although less than a quorum.

ARTICLE VII
INITIAL DIRECTORS

The name and post office address of the members of the first Board of Directors are: 8205 San Carlos Circle, Tamarac, Florida 33321.

SHARON COMITO-SMITH and TONI MAZZEO-HUDSON, Post Office 8205 San Carlos Circle, Tamarac, Florida 33321.

ARTICLE VIII
SUBSCRIBER

The name and post of address of the subscriber's to these Articles of Incorporation are: SHARON COMITO-SMITH and TONI MAZZEO-HUDSON, 8205 San Carlos Circle Tamarac, Florida 33321.

ARTICLE IX
INDEMNIFICATION

The corporation shall, to the fullest extent permitted by the provisions of the Florida Corporation Act, as the same may be amended and supplemented, indemnify any and all persons whom it shall have power to indemnify under said provisions from and against any and all of the expenses, liabilities or other matters referred to in or covered by said provisions, and the indemnification provided for herein shall not be deemed exclusive of any other rights to which those indemnified may be entitled under the By-Laws, agreement, vote of shareholders or disinterested directors or otherwise, both as an action in their official capacity and as to action in another capacity while holding such office, and shall continue as to a person who has ceased to be a director or officer, and shall inure to the benefit of the heirs, executors and administrators of such a person.

ARTICLE X
AMENDMENTS

The corporation reserves the right to amend, alter, change, or repeal any provisions contained in these Articles of Incorporation, in the manner now or hereafter prescribed by statute and all rights, powers, privileges and discretion granted or

conferred upon stockholders or directors herein are granted subject to this reservation.

ARTICLE XI

This corporation shall commence its existence upon the filing and certification of these Articles of Incorporation.

IN WITNESS WHEREOF, I have read hereunto set my hand seal this 8 day of September, 1997.

Sharon Comito-Smith
SHARON COMITO-SMITH

Toni Mazzeo-Hudson
TONI MAZZEO-HUDSON

STATE OF FLORIDA

COUNTY OF BROWARD

BEFORE ME, the undersigned authority, personally appeared SHARON-COMITO-SMITH and TONI MAZZEO-HUDSON, to me well known and known to me to be the person (s) described in and who have executed the foregoing Articles of Incorporation, and hereby acknowledge to me that their signature appended thereto is their true signature, and that they executed said Articles of Incorporation for the purpose therein mentioned and intended.

WITNESS my hand and seal of office on the day and year aforesaid.

My Commission Expires: 9-28-98

Identification Produced:

Personally Known

Maria P. Cammarata
NOTARY PUBLIC



MARIA P. CAMMARATA
COMMISSION # CC 410444
EXPIRES SEP 28, 1998
BONDED THRU
ATLANTIC BONDING CO., INC.

ACCEPTANCE

I SHARON COMITO-SMITH, am familiar with and accept the duties and responsibilities as Registered Agent.

Sharon Comito-Smith
SHARON COMITO-SMITH

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SECRETARY OF STATE
TALLAHASSEE, FLORIDA