

CONFIDENTIAL INCORPORATION WORKSHEET

1. How were you referred to us? (Please Check One)

Nevada Secretary of State Registered Agent Listing Client Referral Advertisement Internet

Other (Explain)

2. Name of Corporation (Note: A corporate ending (e.g. "Inc.", "Corp." or "Ltd.") is not mandatory in the State of Nevada. If an ending is not listed on the form, one will not be added to the corporate name.)

Alternate name(s) if first choice not available (in order of preference)

3. First Directors' Names

4. Number of shares the corporation is **authorized** to issue (Please complete line A or B):

A. Number of shares **with** par value Par Value

B. Number of shares **without** par value

*For the purpose of computing the filing fee, the value (capital) represented by the total number of shares authorized in the Articles of Incorporation is determined by **computing the:***

(a) total authorized shares multiplied by their par value; or

(b) total authorized shares without par value multiplied by \$1.00; or

(c) the sum total of (a) and (b) above.

Filing fees are calculated on a minimum par value of one-tenth of a cent, regardless if the stated par value is less.

5. The following apply to this corporation: Motion Picture Co.; NRS 680B.020 Insurance Co.

Nonprofit corporations must be filed on Secretary of State Nonprofit Initial List form (Revised 7-5-11) which provides for exemption from the \$200.00 business licenes fee if Declaration of Eligibility is complied with.

6. Name of Contact Person

Mailing Address

City State Zip

Daytime Telephone Fax Email Address

Shipping Address (if different from mailing address) (Please note: A physical address is necessary for shipment of the record book via courier service)

City State Zip

7. ~~Name~~ Name of Records Custodian Street Address

City State Zip Telephone Email Address

WE CANNOT BE RESPONSIBLE FOR ACCURATE REPRODUCTION OF INFORMATION WHICH IS SUBMITTED IN HAND WRITTEN FORM.

DOCUMENT DESTRUCTION POLICY

IT IS OUR POLICY TO THE EXTENT PERMITTED BY LAW TO DESTROY ALL DOCUMENTS OF ENTITIES WHICH ARE REVOKED OR FOR WHICH WE NO LONGER SERVE AS REGISTERED AGENT.

CORPORATE SERVICES GROUP, LLC

723 South Casino Center Blvd., 2nd Floor, Las Vegas, NV 89101-6716

(702) 384-7582 (800) 354-4004 Fax: (702) 471-1012

Internet: www.corporateserviceslv.com

E-Mail: csg@corporateserviceslv.com

CREDIT CARD CHECKLIST

ENTITY NAME:

CARDHOLDER NAME:

VISA

MASTER CARD

(CHECK ONE)

CUSTOMER'S

CREDIT CARD NO.:

VCODE:

(3-DIGIT NUMBER FOUND ON THE FAR RIGHT OF THE BACKSIDE OF VISA, MASTERCARD)

EXPIRATION DATE:

MONTH:

YEAR:

AMOUNT: \$

CARDHOLDER'S BILLING ADDRESS:

CITY:

STATE:

ZIP CODE:

CARDHOLDER'S TELEPHONE NO.:

EMAIL ADDRESS:

CARDHOLDER'S SIGNATURE: _____

(NOTE: Do not write below this line.)

DATE:

REFERENCE NO.:

APPROVAL NO.:

EMPLOYEE INITIALS:

RE:

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Revised 10/21/2014

CUSTODIAN OF RECORDS UPDATE

NEVADA LAW REQUIRES ALL REGISTERED AGENTS to maintain certain data. Please take a minute to fill out the portion below and return to us. The confidential information provided to us will not be a matter of public record. It can be accessed by persons authorized only when permitted by NRS 78.105 or NRS 86.246 or other legal process.

Thank you for your cooperation and if you have any questions, please feel free to contact us.

DATE: _____

Name of Entity: _____

Business Address of Entity: _____

City, State, Zip Code: _____

RECORDS CUSTODIAN

NRS 78.105 and NRS 86.246 require Nevada Registered Agents to maintain the current name and street address of the person responsible for keeping the corporate or limited-liability company records, including the corporate stock ledger or list of current LLC members and managers. Please complete the portion below and return it to us with your renewal forms and payments.

Name of Person Responsible for Corporate Records: _____

Street Address: _____

City, State, Zip Code: _____

Daytime Phone Number: (_____) _____ Fax Number: (_____) _____

E-Mail Address: _____

Web Page Address: _____

WE ASSUME NO RESPONSIBILITY FOR SPELLING CONTAINED IN DATA REPRODUCED FROM
HAND-WRITTEN MATERIAL

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ENTITIES WHICH ARE REVOKED OR FOR WHICH WE NO LONGER SERVE AS REGISTERED
AGENT.

MAIL FORWARDING POLICY

To continue our policy of providing the broadest spectrum of services consistent with a modest Registered Agent fee schedule, we will provide the following two Mail Forwarding plans:

STANDARD MAIL FORWARDING (OPTION A): ONLY FIRST CLASS LETTER MAIL addressed to a NAMED CORPORATION, LIMITED-LIABILITY COMPANY or LIMITED PARTNERSHIP that is a client of ours will be forwarded. THE ANNUAL FEE FOR STANDARD SERVICE IS \$95.00 U.S., PAYABLE IN ADVANCE.

Up to 10 (TEN) PIECES OF FIRST CLASS LETTER MAIL PER MONTH will be forwarded under this plan.

1. Forwarding service TERMINATES if the forwarding fee is not paid, if the corporate filing status with the Nevada Secretary of State becomes delinquent or if we are no longer the corporate Registered Agent. Mail received after termination of service will be RETURNED TO SENDER if first class or DESTROYED if not.
2. Forwarded items will be directed only to a NAMED CORPORATION, LIMITED-LIABILITY COMPANY or LIMITED PARTNERSHIP that is a client of ours at the time the mail is received.
3. Forwarded items will only be directed to an address to which the U.S. Postal Service will deliver without additional postage.
4. Forwarded items will only be directed to a SINGLE FORWARDING ADDRESS that is provided to us in writing by the contact person. Changes of the authorized forwarding address will only be honored after we receive a written notice specifying a new forwarding address, signed by the authorized contact person for the corporation.
5. Because of the labor-intensive nature of mail forwarding service, we will provide only the following information to the contact person:

- A. The address to which we are forwarding the FIRST CLASS LETTER MAIL of the client.
- B. The number of pieces of FIRST CLASS LETTER MAIL forwarded to the client during any month.

SPECIAL MAIL FORWARDING (OPTION B): Clients who expect to receive more than 10 pieces of mail per month and wish us to forward ALL LETTER MAIL addressed to them may sign up for SPECIAL MAIL FORWARDING service by paying THE ANNUAL MAIL FORWARDING FEE OF \$95.00 U.S., PLUS A DEPOSIT AGAINST COSTS OF \$100.00 U.S. (\$200.00 outside U.S.A.), for a total of \$195.00 U.S. (\$295.00 outside U.S.A.), which must be paid IN ADVANCE FOR SPECIAL MAIL FORWARDING SERVICE.

1. All mail processing will be billed at the rate of \$27.00/hr for clerk's time, plus postage, courier and mailing materials costs monthly against client's deposit. When the deposit nears exhaustion, we will request replenishment. No additional forwarding will be done until the deposit is replenished by the client.
2. SPECIAL MAIL FORWARDING service TERMINATES if the forwarding fee is not paid, if the filing status with the Nevada Secretary of State becomes delinquent, if we are no longer the client's Registered Agent or if our request to replenish the cost deposit is not honored within 15 days.
3. SPECIAL MAIL FORWARDING clients will AUTOMATICALLY BE CONVERTED TO STANDARD MAIL FORWARDING for the balance of the filing term if the termination occurs because they have failed to honor our request to replenish their cost deposit. NO MORE THAN 10 FIRST CLASS ITEMS/MONTH WILL BE FORWARDED WHILE THIS CONDITION EXISTS!
4. Any unused portion of a client's cost deposit will be carried forward to the following filing year, PROVIDED that the annual \$95.00 fee is paid and additional U.S. funds are added to restore the \$100.00 U.S. balance (\$200.00 outside U.S.A.).

NOTE: PACKAGES ARE NOT ACCEPTED OR FORWARDED UNDER EITHER OPTION. Packages will be **refused**, except for small packages from a client's financial institution. These packages will be forwarded, if they are FIRST CLASS; if they are not forwardable, we notify the contact person to make pick up or mailing arrangements.

IF A MAIL FORWARDING ACCOUNT HAS EXPIRED, EITHER BECAUSE WE HAVE NOT RECEIVED PAYMENT FOR MAIL FORWARDING SERVICE, OR WE HAVE RECEIVED NO RENEWAL PAPERS AFTER THE SECRETARY OF STATE'S RENEWAL DATE HAS PASSED, ALL FIRST CLASS MAIL WILL BE RETURNED TO SENDER AND NON-FORWARDABLE MAIL WILL BE DESTROYED.