

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

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.