

# AUTHORIZATION TO INCORPORATE

1. NAME OF CORPORATION/ENTITY: It **MUST** include "Association", "Incorporated", "Company", "Corporation", "Limited", or the abbreviation "Co.", "Inc.", or "Ltd.". Such words in languages other than English are acceptable. Several alternatives to the name of the first choice are advisable inasmuch as the first choice may have been charted to another corporation. A name may be reserved for 30 days, free of charge, by calling our toll-free number. The State charge to reserve an LLC name is \$75.00.

## PLEASE PRINT LEGIBLY

1<sup>st</sup> Choice: \_\_\_\_\_

2<sup>nd</sup> Choice: \_\_\_\_\_

2. Nature of activity corporation will transact. \_\_\_\_\_
3. We will authorize 1,000 shares at no par value unless otherwise instructed.
4. DIRECTORS/MEMBERS: Elected by the shareholders to elect the officers/managers to run the corporation/LLC. Only one, referred to as its sole director, or member, is required by law. The director(s)/member(s) may name additional directors/members after the corporation/LLC is activated. The first director/member, named, will be our contact.

Name \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. OFFICERS/MANAGERS: The corporation to be formed will have a president, secretary and treasurer. If an LLC, one person will act as manager. Additional officers may be created by the director(s) or member(s).

President \_\_\_\_\_

Secretary \_\_\_\_\_

Treasurer \_\_\_\_\_

6. MAILING ADDRESS OUTSIDE DELAWARE: Show the mailing address to which correspondence from our office should be sent. *If using a P.O. Box or temporary address, you **MUST** supply us with a street address.*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

E-MAIL \_\_\_\_\_  
TELEPHONE NO. \_\_\_\_\_

FAX NO. \_\_\_\_\_

## ADDITIONAL CONSIDERATION WHICH ARE YOUR RESPONSIBILITY.

1. Local, State, and County filings and business licenses.
2. Tax impact on parties in interest.
3. State stamp taxes, if any, applicable to issue or transfer of shares.
4. Local blue sky law securities requirements.
5. Federal Securities Act requirements.
6. Name protection through State of operation and/or trademark registration.
7. Tax advantages related to scheduling date of incorporation.
8. Tax advantages related to filing of Subchapter S election
9. Opening Bank accounts near your principal place of business.

# FEE SCHEDULE

*(Please indicate services requested by filling in boxes and add down)*

	<i>fill in amount</i>
Delaware entity creation service (includes Registered Agent fee for one year)	
Basic Corporate Package..... \$225.00 Includes Delaware state filing fee, registered agent fee for one year (\$99 per year thereafter), stamped filed copy of Articles of Incorporation and a sample set of corporate minutes and By-laws.	
Executive Corporate Package..... \$325.00 In addition to the above package, this package contains a deluxe corporate minute-book, complete with 20 pre-printed stock certificates, stock transfer ledger, and a corporate seal.	
<b>The following options are available at additional costs:</b>	
Priority handling and delivery (within continental USA) ..... \$40.00	
Corporate Seal..... \$30.00	
Mail Forwarding ..... \$35.00	
24 Hour filing ..... \$50.00	
Certificate of Good Standing ..... \$45.00	
Certified Copy .....	

**PAYMENT METHOD:**

1. Enclosed is my check or money order payable to THE INCORPORATORS LTD for .....\$ \_\_\_\_\_

*(fees must be paid with cashier's check, certified check or money order; we do not accept personal checks)*

2. Please charge my credit card account for the amount shown:.....\$ \_\_\_\_\_

*(Visa, Mastercard, American Express, & Discover accepted)*

Card Account Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Cardholders Name: \_\_\_\_\_ *(Please Print)*

Cardholders Signature: \_\_\_\_\_

By signing above, I authorize The Incorporators LTD to establish a basic Delaware organization as outlined in the information provided in this form.

**MAIL FORWARDING**

1. Enclose \$35.00 (in **U.S. DOLLARS**) for your current anniversary year, or until funds are depleted. Our forwarding charge is three times the postage of the mail piece to offset clerical costs. For your convenience, we accept MasterCard, Visa, American Express, Discover, personal checks or Money Orders.
2. Complete this form with your proper mailing address.
3. Return the completed form and \$35.00 fee to:

The Incorporators Ltd.  
 2979 Barley Mill Road  
 Yorklyn, DE 19736

**NOTE: All legal pleadings or notices, and all official mail will be forwarded at no charge. WE CANNOT BE RESPONSIBLE FOR CORRESPONDENCE OR FORMS FROM IRS.**

This service includes **only first class mail**. We cannot be responsible for:

1. Mail sent from your establishment with our address as a return address
2. Packages
3. Bulk rate mail
4. Mail without a Corporation name
5. IRS correspondence and forms
6. Mail addressed in any other manner than as follows:

(Your Corporate Name)  
 2979 Barley Mill Road  
 Yorklyn, DE 19736

The Incorporators Ltd. is hereby authorized to forward all first class mail for:

\_\_\_\_\_

to the following address: (Your local official business address)

**Please indicate above  
 if this is a change of address.**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 Signature

Credit card payments, select one:

MasterCard \_\_\_\_ Visa \_\_\_\_ American Express \_\_\_\_ Discover \_\_\_\_

Card Number \_\_\_\_\_

Expiration Date \_\_\_\_ / \_\_\_\_

Card Holder Name \_\_\_\_\_

\_\_\_\_\_  
 Signature

**ALL MAIL THAT DOES NOT MEET OUR SPECIFICATIONS WILL BE RETURNED TO SENDER.**