

LIMITED LIABILITY COMPANY (LLC)

CUSTOMER CONTACT INFORMATION

| | |
|--------------------------|------------------|
| Contact Person: | NLF Rep: |
| Street Address: | Cell Phone: |
| City, State, Zip Code: | Business Phone: |
| EMAIL (required): | Alternate Phone: |

INFORMATION

NAME OF LIMITED LIABILITY COMPANY (LLC)

1st Choice: _____

If 1st choice is not available with the Secretary of State, we will automatically attempt to file your 2nd choice.

2nd Choice: _____

Entity Suffix (choose one)

- LLC
- L.L.C.
- LTD
- Limited Co.
- Limited Liability Co.
- Limited Company
- Limited Liability Company

LLC Managed by (initial one): [] Manager(s) [] Managing Member(s)

MANAGING MEMBER(S) VS. MANAGING MANAGER(S): This information will be listed on the **Articles of Organization** filed with the **Secretary of State of Nevada**.

A **Managing Member** is the *owner* of a share of the economic interest in a limited liability company or a person, including profits, losses or distribution of assets (or a noneconomic member who does not have economic interest in the company but may have voting right and other rights and privileges pursuant to the articles of organization or operating agreement).

A **Managing Manager** is a person or persons designated in the articles of organization or operating agreement to manager the company.

An LLC is managed by either a manager, who need not be a member, or its members.

Sub-Chapter S Election (initial one): [] Yes (\$75.00) [] No

Additional Services: [] Trademark [] Trade Name [] Service Mark

\$350.00 (includes state filing fee)

INITIAL Manager(s)/Member(s). This information will be listed on the **Articles of Organization** filed with the **Secretary of State of Nevada**. Addresses will be used for the Secretary of State which will be public information.

Name: _____ Address: _____

Name: _____ Address: _____

Name: _____ Address: _____

Name: _____ Address: _____

Name: _____ Address: _____

Name: _____ Address: _____

Name: _____ Address: _____

Additional information can be inserted in the Notes section.

Name and Address of Registered Agent: [] NLF [] Other:

Name

Street Address

City, State, Zip

What Is a Registered Agent?

A registered agent is a responsible third-party who is registered in the State of Nevada who is designated to **receive service of process notices, correspondence from the Secretary of State, and other official government notifications, usually tax forms and notice of lawsuits, on behalf of your Corporation/LLC.**

INITIAL:

[] I have read and acknowledge and agree there will be a nominal annual fee of (\$115.00) for NLF to serve as my registered agent with the Secretary of State of Nevada. If, at any time, NLF does not receive payment for Registered Agent service they will resign as my Registered Agent on file with the Secretary of State of Nevada. In addition, If I neglect to inform NLF of any change in my contact information, NLF will not be responsible for any late fees incurred with the Secretary of State upon my annual renewals.

Describe the **SPECIFIC** purpose of the LLC:

OPERATING AGREEMENT AND INITIAL MEETING INFORMATION

NOTE: The following information may or may not be the same information on the Articles of Organization. See information referenced above.

- * Members own the company
- * Managers operate the company
- * Managing Members own and operate the company

Name(s)

Position in LLC

% Owned (if applicable)

Phone: _____

Email: _____

Home Address: _____

* Manager or Member

Phone: _____

Email: _____

Home Address: _____

* Manager or Member

Phone: _____

Email: _____

Home Address: _____

* Manager or Member

Phone: _____

Email: _____

Home Address: _____

* Manager or Member

Use additional sheet of paper if necessary

RESET

List person(s) who will be on the bank account:

Physical Location of Business:

Official Mailing Address for IRS:

Closing Month of accounting year: Calendar Other:

Will you have any W-2 Employees: Yes No

Person/Entity applying for EIN: _____ SS#: _____

I authorize Nevada Legal Forms, Inc. ("NLF") as a third party designee to obtain the Employer Identification Number (EIN) on behalf of myself and my entity based on the information that I provide to NLF. Any missing OR incomplete information that is provided to NLF that prevents NLF from obtaining the EIN is not the responsibility of NLF, but of the person authorizing.

Third Party Designee:

A third party designee is a person with whom you allow the IRS to discuss the completion of your Form SS-4 (Application for Employer Identification Number). By nominating a third party designee, you allow the IRS to:

× _____

Registered Agent Acknowledgment

Besides not worrying about missing important documents, having NLF as your registered agent also means that you will not have to accept potentially embarrassing legal and tax documents in front of clients, employees, etc. Another advantage is that, as your registered agent's address will remain the same, you can easily change your business location without necessarily having to file more paperwork to change your address with the state for each and every move.

In addition to the benefits listed above, we notify you and process your annual renewal will with the Secretary of State each year. NLF's nominal annual Registered Agent fee (\$115.00) will be due at the same time as your annual filing with the state.

If, at any time, NLF does not receive payment for being your entities Registered Agent, we unfortunately will be forced to resign as your Registered Agent with the Secretary of State of Nevada.

A business that does have a Registered Agent on file with the Secretary of State of Nevada may risk falling out of "good standing" with the state in which it is registered. Penalties can include license revocation, fines, and the inability to enter into legal contracts and/or gain access to the state court system. Moreover, reinstatement proceedings could include further monetary, civil, and possibly criminal sanctions as well.

Notes:

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