

STARTING A LIMITED LIABILITY COMPANY

What would you like to name the company?: _____

Any Tradenames you would like to use: _____

What will be the company's address?:

Who will be the resident agent? _____

What is the address of the registered agent (must be street address, not a P.O. Box)?:

What is the name of the company's CPA? _____

CPA's Phone #: _____

CPA's Address: _____

Who should manage the LLC? The Members A Manager: _____

Will the company employ any of the owners? Yes No

Things to Consider:

If the company is going to have more than one owner, here are a few things that we will discuss in our initial meeting about which you may want to talk prior to that meeting.

- Upon the death of an owner should the owner be bought out?
- Upon the disability of an owner should the owner be bought out?
- Do you want to restrict sales of the company to third parties?
- Should an owner be able to transfer his/her interest to a spouse or children?

Things to bring with you to the meeting:

- If your company will own real estate, please bring deeds and any mortgage documents for any real estate that you already own
- If you are buying an existing company, please bring any purchase and sale agreements you already have

Owner Information

Name	Address	If married, Name of Spouse	Percent Ownership of Company