



WHITMORE LAW OFFICES

7602 Pacific Street, Suite 200
Omaha, Nebraska 68114
phone (402) 391-2400
fax (402) 391-0343

Limited Liability Company Worksheet

Please complete all of the following information, which we will use in forming your new Limited Liability Company. Please type or print clearly:

1. Name of the company to be formed:

First Choice: _____

Second Choice: _____

[Must include the words "Limited Liability Company" or the abbreviation "L.L.C."]

2. What business will the company be engaged in?

3. What is the street address and county of the company's place of business?

[street] [town]

[county]

[state]

4. One or more persons (designated as "members") may form a LLC. The members may be natural persons, corporations, limited partnerships, partnerships, trusts or other legal entities. Who will be the members forming the LLC:

(Name) _____

(Address) _____

[please list additional members on a separate page]

5. What is the total contribution to the LLC in cash? \$ _____

[Note-We normally recommend \$50,000 maximum authorized capital. More than \$50,000 increases filing fees and your cost of organizing the company]

6. If property other than cash is to be contributed to the LLC, please list a description of the property and its agreed value below:

7. Have the members agreed to make additional contributions? Yes _____ No _____ If yes, please describe the property and the event which will trigger the additional contributions.

Visit our web site: <http://www.whitmorelaw.com>

8. List the names of the officers or managers of the LLC:

President _____
Vice President _____
Secretary _____
Treasurer _____

9. What is the name and street address of the person who will be the company's registered agent? (no post office boxes)

(Name)

(Address) (Town) (State) (zip)

[Note - The resident agent will receive official mail and, if the company becomes involved in a lawsuit, may be served with a summons or other legal process. It is therefore important that you name a responsible person with a permanent address. We can act as your registered agent, for an annual fee that is currently \$50.00. If you want us to act as your registered agent, fill in "Corporation Consultants" in response to question No. 9 above.]

11. What is the name and telephone number of the person we can call during business hours in case we have a question concerning the information on this form?

(Name) (phone)

12. To whom shall we mail the confirmation that the LLC has been accepted by the Secretary of State and, when all the steps in organizing the LLC have been completed, the company records?

(Name)

(Address) (Town) (State) (zip)

13. Who referred you to CORPORATION CONSULTANTS?

Accountant: _____ Newspaper: _____
Phone Book: _____ Friend/word of mouth: _____

14. Payment method:

Check ___ Visa ___ M/C ___ AMEX ___ Discover ___

Card # _____ Exp. Date _____ VIN _____

Name on Card _____ Signature _____

Cardholder Billing Address _____

When completed, mail or fax this form, together with your check in the amount of \$449 (plus \$50 if we are acting as your resident office in Nebraska) made payable to:

**WHITMORE LAW OFFICE
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