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QUESTIONNAIRE FOR FORMING A CALIFORNIA CORPORATION

OF

DATE: _____

In order to save time and expense, please complete this questionnaire as completely as you can. If you need more space, use another sheet. If you are not certain about an answer, leave the space blank. Please bring this questionnaire with you (or mail it to the attorney) together with copies of existing corporate documents (if any).

1. CLIENT NAME(S):

- (a) _____
- (b) _____
- (c) _____

2. ADDRESS AND PHONE NUMBER:

- (a) Principal place of business:

- (b) Phone: _____
- (c) Facsimile: _____

3. PROPOSED NAME(S) FOR CORPORATION(S) TO BE RESERVED:

- (a) _____

(b) _____

(c) _____

(d) _____

4. **NAME OF CORPORATION (if already established):**

If the corporation has been established, and is on file with the Secretary of State, please provide the name of the corporation as it appears on the Articles of Incorporation and the corporate number:

5. **TYPE OF CORPORATION (Business, Close, Professional, Non-profit, etc.):**

6. **INITIAL AGENT FOR SERVICE:**

An agent for service of process is an individual or some other corporation, which is designated to accept service of process on behalf of the proposed corporation. Advance approval from the proposed agent should be obtained prior to designation.

Only one individual may be named as agent for service of process. The person named as agent must be a resident of California. A corporation cannot be named as agent for service of process for itself.

Name: _____

Address: DO NOT USE A POST OFFICE BOX

7. **DATE OF FILING:**

The date of filing, assigned by the office of the Secretary of State, is the commencement of corporate existence. Unless a specified future file date, including a Saturday, a Sunday or a legal holiday, is requested, the date of filing will be filed as of the date of receipt by the office of the Secretary of State of the Articles of Incorporation accompanied by the applicable filing fee.

8. **DIRECTORS:**

Name(s) and Address(es):

Phone:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

9. **OFFICERS:**

Officers may include a president, a secretary, a chief financial officer or treasurer and one or more vice presidents, one or more assistant secretaries, one or more assistant treasurers, and such other officers as may be appointed in accordance with the provisions outlined in the Bylaws of the corporation. The corporation may also have, at the discretion of the board of directors, a chairman of the board.

NAME(S):

SOCIAL SECURITY NUMBER(S):

_____	_____
_____	_____
_____	_____

10. **SHARES OF STOCK:**

The Corporations Code requires a statement as to the number of shares the corporation is authorized to issue and the breakdown of classes or series, if applicable. The corporation must determine the number of shares; often an arbitrary figure, such as 10,000 shares or 100,000 shares.

Issued to:	No. of Shares Issued:
_____	_____
_____	_____

11. **PROFESSIONAL AGENTS OR ADVISORS:**

- (a) Accountant or Tax Preparer: _____
- (b) Insurance Agent(s): _____
- (c) Banker (and Bank): _____
- (d) Other Agents, Advisors, or Attorneys: _____

12. **PRINCIPAL ACTIVITY:** _____

- (a) Is the principal activity manufacturing: yes no
- (b) If "yes," what is the principal product and raw material used: _____
- (c) To whom are most of the products or services sold:
_____ Business (wholesale) _____ Public (retail)

13. **EMPLOYER IDENTIFICATION NUMBER:** _____

- (a) Have you ever applied for an identification number for this or any other business: yes no
- (b) If "yes," please provide the following:
 - (1) Legal Name: _____
 - (2) Trade Name: _____
 - (3) Approximate date when filed: _____
 - (4) City and State where filed: _____
 - (5) Previous EIN (if known): _____