

YOUR NEW CORPORATION

<p>Day 1</p> <p>Retain Merhab Robinson, Jackson & Clarkson (“MRJC”) Supply 3 Names in order of preference for new Corporation Names are checked for availability</p>
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† EXPEDITED PROCESS

<p>Day 2-3</p> <p>Articles are sent to Secretary of State for filing on expedited basis -filing fees \$120, plus filing service costs -timing approximately 3-5 business days*</p>
<p>Day 8-12</p> <p>MRJC receives filed Articles and corporate book and calls you to set organizational meeting</p>
<p>Day 14–30</p> <p>You meet with MRJC attorney to organize new corporation. All persons who are going to be shareholders and directors should attend this meeting. Have your CPA available by phone.</p>
<p>Day 30-45</p> <p>MRJC obtains Federal EIN; prepares minutes of first meeting, bylaws, indemnification agreement, action of incorporator and DE-1, if applicable.</p>

<p>Day 2-3</p> <p>Articles are sent to Secretary of State for Filing on 24-hour Expedited Basis -filing fees \$450.00 plus additional processing fees of approx \$145.00</p>
<p>Day 3-6</p> <p>MRJC receives filed Articles and corporate book and calls you to set organizational meeting</p>
<p>Day 6-10</p> <p>You meet with MRJC attorney to organize new corporation. All persons who are going to be shareholders and directors should attend this meeting. Have your CPA available by phone.</p>
<p>Day 10-15</p> <p>MRJC obtains Federal EIN; prepares minutes of first meeting, bylaws, indemnification agreement, action of incorporator and DE-1, if applicable.</p>

Day 30-45

You open bank account and deposit capital and inform MRJC of date of deposit

Day 45-60

MRJC files Subchapter S elections, if applicable. MRJC makes required securities filing and issues stock to you. MRJC sends all organizational documents to you to sign and return.

Day 10-20

You open bank account and deposit capital and inform MRJC of date of deposit

Day 10-30

MRJC files Subchapter S elections, if applicable. MRJC makes required securities filing and issues stock to you. MRJC sends all organizational documents to you to sign and return.

DOCUMENTS YOU WILL RECEIVE FROM US

Articles of Incorporation
Action of Incorporator
Waiver of Notice of First Meeting of Directors
Minutes of First Organizational Meeting of Directors
Bylaws
Indemnification Agreements for all directors
Investment Intent letters for all shareholders
Completed stock ledger and issued stock certificates
Copy of completed Statement of Information filing
Copy of completed Department of Corporations' 25102f filing
If applicable, copy of the federal subchapter S filings
If applicable, copy of the DE-1 filing
Post-incorporation letter, checklist and memorandum

CONGRATULATIONS!

YOU ARE NOW AN OPERATING CALIFORNIA CORPORATION

ANNUAL COMPLIANCE WITH CALIFORNIA LAW

MRJC sends you a checklist every year to complete and return to keep you in compliance with California law requiring all corporations to have, at a minimum, annual meetings of shareholders and directors

The Secretary of State will send directly to you a postcard reminder to make an annual online filing of your required Statement of Information. *Failure to file will result in the suspension of your Corporation.*

Call MRJC with any questions concerning your annual requirements.

Merhab Robinson, Jackson & Clarkson
A Professional Corporation
(714) 972-2333

Visit us on the web at <http://mrjclaw.com> and <http://mrjclawestateplanning.com>
Responsive-Reliable-Respected