

WILLIAM A. MUNDELL
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COMMISSIONER

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COMMISSIONER



ARIZONA CORPORATION COMMISSION

BRIAN C. MCNEIL
EXECUTIVE SECRETARY

JOANNE C. MACDONNELL
DIRECTOR CORPORATIONS DIVISION

DOMESTIC LIMITED LIABILITY COMPANY FILING CHECKLIST

Company Name

- ' Check name for availability -(602)542-3230 (Phoenix) or 520-628-6560 (Tucson).
- ' Attach copy of Tradename Certificate, Assignment of Tradename, if applicable, or a completed Declaration of Tradename Holder.

Articles of Organization

- ' Indicate the proposed name of the company.
- ' Indicate the street address of the registered office in Arizona. May be in care of the address of the statutory agent.
- ' The statutory agent must provide both a physical and mailing address. If statutory agent has a P.O. Box, then they must also provide a physical description of their street address/location.
- ' Indicate the latest date on which the limited liability company must dissolve, if applicable.
- ' Indicate if management is reserved to the members or vested in a manager(s).
 - ' If reserved to the members, indicate the name(s) and address(es) of the members.
 - ' If vested in a manager, indicate the name(s) and address(es) of the manager(s) AND the member(s) who own 20% or greater interest in the capital or profits of the company.
- ' Affix a signature. The signature need not be by a member or manager.
- ' Affix signature of statutory agent (*acknowledge acceptance*).

Fees

- ' Attach check for filing fee. \$50.00. Additional \$35.00 for expedited services. Made payable to the Arizona Corporation Commission.
- ' Execute check.

Publication

- ' You must publish a notice of the filing in a newspaper of general circulation in the county of the known place of business in Arizona, for three (3) consecutive publications. **Do not** publish until documents have been approved.
- ' File Affidavit of Publication with the ACC.

DO NOT PUBLISH
THIS SECTION

ARTICLE I

The company name must contain an ending which may be "limited liability company," "limited company," or the abbreviations "L.L.C.," "L.C.," "LLC" or "LC". If you are the holder or assignee of a tradename or trademark, attach Declaration of Tradename Holder form.

ARTICLE 2

May be in care of the statutory agent.

ARTICLE 3

The statutory agent must provide both a physical and mailing address. If statutory agent has P.O. Box, then they must provide a physical description of their street address/location. The agent must sign the Articles or provide a consent to acceptance of appointment.

ARTICLES 4

Complete this section only if you desire to select a date or occurrence when the company will dissolve. If perpetual duration is desired, leave this section blank.

ARTICLE 5.a.

Check which management structure will be applicable to your company.

ARTICLES OF ORGANIZATION

OF

(An Arizona Limited Liability Company)

1. Name. The name of the limited liability company is:

2. Registered Office. The address of the registered office in Arizona is: _____

located in the County of _____
3. Statutory Agent. (In Arizona) The name and address of the statutory agent of the company is:

4. Dissolution. The latest date, if any, on which the limited liability company must dissolve is

- 5.a. Management.
 Management of the limited liability company is vested in a manager or managers. The names and addresses of each person who is a manager **AND** each member who owns a twenty percent or greater interest in the capital or profits of the limited liability company are:

 Management of the limited liability company is reserved to the members. The names and addresses of each person who is a member are:

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5.b.

Name: _____

member manager

member manager

Address: _____

City, State, Zip: _____

Name: _____

member manager

member manager

Address: _____

City, State, Zip: _____

ARTICLE 5.b.
Depending upon your selection in 5.a., provide the names and addresses of the managers and members of the organization. Check the applicable title for each person. A member managed company cannot contain a manager or managers.

EXECUTED this _____ day of _____, _____.

[Signature]

[Signature]

[Print Name Here]

[Print Name Here]

PHONE _____

FAX _____

The person(s) executing this document need not be member(s) of the company.

Acceptance of Appointment By Statutory Agent

Your fax and phone number is optional.

I _____, having been designated to act as Statutory Agent, hereby consent to act in that capacity until removed or resignation is submitted in accordance with the Arizona Revised Statutes.

The agent may consent to the appointment by either executing the consent, attaching a cover letter, or if paying by check, executing the check.

Signature of Statutory Agent