

Getting Started

In the following pages, you will be asked for very detailed information that we need to prepare your LLC documents.

If you do not know the answer to any of the questions, feel free to leave them blank and a representative from our firm will follow up to assist you. If you need assistance, please call us at (866) JEFF UNGER, or send us an email with your question.

We provide high-quality, customized Limited Liability Company documents; therefore, it is important for us to

collect all of the necessary information to guarantee that you receive the highest level of protection. This may require some extra time on your part, but you will appreciate the quality of the documents you receive from us!

Before you complete the questionnaire, you will be given the opportunity to provide credit card payment information. If we do not receive your payment information, we will presume that you prefer to be contacted by phone to complete the transaction.

When complete, fax form to 310.772.7701.

LLC Name

Entity Name _____

Alternate Name #1 _____

Alternate Name #2 _____

Jurisdiction of Formation

California Delaware Nevada

Will real property be transferred to the LLC that is currently owned by the members?

Yes No

If Yes, provide property address.

Address _____

Address 2 _____

City, State, Zip _____

Purpose of Limited Liability Company _____

Contact Information

Name (First, M.I., Last) _____

Address _____

Address 2 _____

City, State, Zip _____

Phone () _____ Fax () _____ Email _____

Accountant, Business Manager or Other Professional

We will send complimentary copies of documents at your request to your business professional.

Name (First, Middle Initial, Last) _____

Select One: CPA EA Business Manager Attorney Other Professional

Firm _____

Address _____

Address 2 _____

City _____ State _____ Zip _____

Phone () _____ Fax () _____ Email _____

You-Own-The-Form

If this LLC is similar to a LLC that we have prepared for you in the past, please tell us the name of the prior LLC

Principal Place of Business

Address _____

Address 2 _____

City, State, Zip _____

Agent for Service of Process (Choose One)

eResidentAgent

eResidentAgent, Inc., will act as the agent for service of process for your company for the first 12 months following the date of incorporation for no additional charge. Thereafter, the annual fee is \$105. Documents accepted by eResidentAgent will be delivered to you via mail, overnight delivery, and the document will be e-mailed to you in a PDF format. eResidentAgent is affiliated with Ungerlaw.com, but it is not a law firm, and provides no legal services to its customers. eResidentAgent requires its customers to sign an Agreement before any services are provided.

I would prefer the following person to act as my Agent for Service:

Name of Agent (First, Middle Initial, Last) _____

Address _____

Address 2 _____

City, State, Zip _____

Members

Is this a single member or multiple member LLC?

Single member Multiple member

If you do not know the names of all of the members at this time because this is a syndicated LLC, check this box.

Capitalization

Members (First, M.I., Last)	Cash Capital Contribution or describe other property	% of profits and losses
_____	\$ _____	_____ %
_____	\$ _____	_____ %
_____	\$ _____	_____ %
_____	\$ _____	_____ %
_____	\$ _____	_____ %
_____	\$ _____	_____ %
	Total \$ _____	<u>100%</u>

Managers

Manager 1 (First, M.I., Last) _____

Social Security Number or EIN _____

Manager 2 (First, M.I., Last) _____

Social Security Number or EIN _____

Compensation of the Manager(s)

Please describe the compensation to the Manager(s) _____

Special Provisions of Operating Agreement (Multiple Member LLC's Only)

Please check the boxes of the special provisions that you would like to include in your Operating Agreement.

Repurchase Options

Certain events have the potential to disrupt the continuity of a LLC. In such cases, the Company and/or the members often are entitled to repurchase the interests of a member. The most common events are the following:

- Expulsion Termination of Employment Disability Bankruptcy Marital Dissolution

Buy-Sell Provision in the Event of Good Faith Dispute

In the event of a good faith dispute among members, we frequently provide that any member can make an offer to acquire the interest of another member. The member who receives the offer can accept it or make a counter-offer. This process goes back and forth until someone is willing to sell and someone is willing to buy. Frequently, this type of provision is referred to as a "Russian Roulette" provision.

- Yes No

Death of a Member

On the death of a member, sometimes we provide that the interest of the deceased member may be acquired by the surviving members and/or the Company. In other situations, we provide that the heirs of a deceased member may inherit his/her interest.

- Triggers repurchase rights Inheritance by heirs permitted

Voting of Members

The situations that require the vote of the members varies substantially. In some situations, the manager(s) have complete control of the affairs of the LLC, while in other situations, the members are entitled to vote on major transactions.

- All control vested in manager(s)

- Members vote on Major Transactions:

- | | |
|---|--|
| <input type="radio"/> Retention of property management company other than the manager | <input type="radio"/> Payment of fees to the manager other than as expressly authorized by the agreement |
| <input type="radio"/> Establishment of reserves in excess of \$10,000 or \$_____ | <input type="radio"/> Capital expenditures greater than \$10,000 or \$_____ |
| <input type="radio"/> The removal of the manager | <input type="radio"/> The appointment of a new manager |
| <input type="radio"/> Redevelopment of property | <input type="radio"/> 1031 Exchange |
| <input type="radio"/> Sale of property | <input type="radio"/> Refinancing of property |

Right of First Refusal

A Right of First Refusal provision gives each member the option to match the terms on which another member intends to sell his/her interest in the LLC. The objective is to avoid the admission of new members, without preventing the disposition of interests in the LLC.

- Yes No

Manager Competition

May the manager be involved in competing business ventures? Yes No

Additional Information

Anything you need us to know in regards to forming your LLC?

Payment

To expedite this process, please provide us with your credit card Information. All information you provide is handled by a secure server to protect your data. If you are more comfortable, we can gather your credit card information by telephone.

I prefer to pay by check.

Make check payable to: Ungerlaw

I prefer to pay by credit card.

Name (On Card) _____

Address (or Company Name) _____

Address (optional) _____

City, State, Zip _____

Credit Card (Please Check One) American Express Visa Mastercard

Credit Card Number _____

Expiration Date _____

Cost: Please refer to our fee agreement letter.

When you have completed this form, please fax to 310.772.7701.

When we have obtained all your information, we will contact you to go over the corporate information and to personally answer your questions. We will then prepare the appropriate corporate documents.

California law encourages lawyers and clients to have agreements in writing regarding their relationship. Before we file the Articles of Incorporation, we will require an executed Fee Agreement. To expedite the process, please fax the attached Agreement to us at 310.772.7701.

If you have any questions in the meantime, please feel free to contact us.