

Worksheet for Preparation/Filing of NY PLLC (LAW)

Date: _____

1. **Name of Entity:** (In order of preference and including corporate indicator, PLLC or LLC)

1. _____
2. _____

2. **Profession to be practiced** (Purpose): LAW

3. **Managed By:** Member _____ Manager _____

4. **Name, License Number, Address for each Professional:** (attached an additional sheet if necessary)

Name _____ License Number: _____

Address _____

Name _____ License Number: _____

Address _____

5. **Service of Process Address:** (this may be a PO box or street address, but NOT both)

6. **Principal Business Address:** _____

County _____

7. **Duration:** Perpetual _____ Other _____

8. **Publish this entity:** Send quote _____ or Payment included _____

Fee to Prepare and File:	\$ 105.00
Obtaining Certified Copy	\$ 15.00
Disbursement to Dept. of State (filing)	\$ 235.00
Corporate Outfit	\$ 95.00 (*Optional)
Shipping (UPS Ground)	\$ 11.50
Administrative Handling	\$ 5.00
Sales Tax (Based on 8.875% - yours may differ)	\$ 9.45
Total:	\$ 475.95*

****PLEASE RETURN WORKHEET ALONG WITH ATTORNEY GOOD STANDING CERTIFICATE****

Contact Name: _____ Email: _____

Firm / Business Name: _____

Phone #: _____ Fax #: _____

Billing/Mailing Address: _____

Address for delivery of Corporate Documents:

Let this letter serve as my authorization to charge Amex/MC/Visa (Initial Here) _____

Card #: _____ Expires: _____

IN THE AMOUNT OF: _____

Print Name of Card Holder: _____

Signature of Card Holder: _____