

CORPORATE SERVICE BUREAU, INC.

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Albany, New York 12206
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Worksheet for Preparation/Filing of Corporation or LLC outside of NYS

Date: _____

Name of Entity: *(In order of preference and including Corporate/LLC indicator)*

1. _____
2. _____
3. _____

Director/Officer/Member/Manager Information: *(attach an additional sheet if necessary)*

Name _____ Title _____

Address _____

Name _____ Title _____

Address _____

Principal Business Address: _____

Mailing Address: _____

Business Email Address: _____ Phone #: _____

Registered Agent's Name and Address:

Use CSB* _____ (or) RA Name: _____

Physical Address: _____

Email Address: _____ Phone #: _____

Purpose of Entity: _____

Stock Structure (if corporation): _____

***** Please note: The information and filing fees needed for a new formation vary state to state. This form contains the information needed for the majority of states, but we will contact you once the order is received to confirm the total, including filing fees, as well as to gather any additional information that is needed *****

Prepare and File:	\$ 150.00
**Disbursement to Dept. of State (filing)	\$ To Be Determined
First Year Registered Agent Fee	\$ 200.00 (If Applicable)
Agent Fee	\$ 45.00
Corporate Outfit	\$ 95.00 (Optional)
Administrative Handling	\$ 5.00
Shipping	\$ 11.00
Sales Tax (Based on 8.25% - yours may differ)	\$ _____
Total:	\$ _____

Contact Name: _____ **Email:** _____

Firm / Business Name: _____

Phone #: _____

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: _____

**Please note: This fee is an estimate only. It is possible to incur additional disbursements in order to complete this order. If so the additional fees will be charged to this credit card.*