

QUESTIONNAIRE FOR FORMATION OF A LIMITED LIABILITY COMPANY

The following are questions designed to elicit the information needed to prepare Articles of Organization for a limited liability company.

1. COMPANY NAME. What name will the company use to identify itself and to conduct business?

2. COMPANY ADDRESS. What will be the principal business address (street address, not P.O. Box) for the company? Will the company use a mailing address different from the principal business address?

3. REGISTERED AGENT. Who will act as registered agent for the company (the registered agent accepts communications on behalf of the company)? What is the Florida street address of the registered agent?

4. MANAGEMENT OF COMPANY. Will the company be managed by Authorized Members or by Managers? Who will manage the company? What is the address of each person managing the company?

Acknowledgment of Confidentiality of Communications

At G. Philip J. Zies, PLLC, we take the protection of our client's and potential client's intellectual property seriously. Since there are dangers in communicating sensitive and/or proprietary information by email, we would like to provide you with the following information.

Please read each of the items listed below carefully and then initial each item to indicate you understand and acknowledge each item. *Please note that your failure to initial and acknowledge each item may limit our ability to communicate with you regarding this matter.*

_____ I understand that communications between myself and an attorney, which would normally be subject to attorney-client privilege, may be waived if a third party gains access to those communications.

_____ I understand that third parties may have access to my attorney-client emails when I send or receive emails via a public computer, such as a library or hotel computer, or via a borrowed computer.

_____ I understand that a third party (i.e. my employer) may have access to my attorney-client emails when I utilize my work computer.

_____ If I must communicate with an attorney via a public computer or a work computer, I will only send confidential information via encrypted or password-protected documents, such as a password-protected Word® document or a password-protected .pdf document.

_____ If I must communicate with an attorney via a public computer or a work computer, I will alert the attorney accordingly and request that the attorney only send confidential information via encrypted or password-protected documents.