



Desired Company Name #1 : _____

Desired Company Name #2 : _____

Desired Company Name #3 : _____

Name of Incorporator: ** Important** IL only requires 1 person for the purposes of incorporating. 1 person can hold each office of President, Treasurer, & Secretary. If you want a traditional corporation, you can select individuals to hold the position of President, Treasurer, & Secretary.

Complete Name: _____

Mailing Address: _____

City, State, Zip: _____

Phone Number: _____

Do you want to keep your home address private? _____

We always recommend that you maintain a level of privacy with your business, and get a virtual mailing address for \$10 a month, or \$99 a year but this service is optional but it is not mandatory. If you want a virtual address type yes, here: _____ If you want a virtual mailing address, do you want the \$10 a month plan, or the \$99 per year plan? _____

Credit card to be used for state filing fees:

Card Number _____

Expiration date _____ 3 digits on back _____ Billing zip code _____

Do you want to use this card for a \$10 per month or \$99 annual virtual mailing address?

YES NO

PACKAGE SELECTION: * PLEASE NOTE, STATE FEES ARE NOT INCLUDED IN PRICES** The state charges \$154 filing fee of articles & bylaws. Package descriptions are listed below.**

DREAMERS PACKAGE \$100 ()	STARTER PACKAGE LLC/ CORPORATION \$175 ()
OWNERS PACKAGE LLC/ CORPORATION-\$325 ()	EXECUTIVE PACKAGE LLC/ CORPORATION-\$475 ()



DREAMERS PACKAGE \$100

This package provides:

- 15 name searches in the State databases.
- Preparation & filing of Corporation Articles of Incorporation, or LLC Articles of Organization.
- Federal Tax ID number.
- Listing of forms corporations need to stay legally compliant.

Does not include any consultations, questions, tax planning, or State or Federal filing fees.

STARTER PACKAGE LLC/ CORPORATION-\$175

This package provides:

- 30 name searches in the State databases.
- Preparation & filing of Corporation Articles of Incorporation, or LLC Articles of Organization.
- Federal Tax ID number.
- Sample Bylaws/Operating agreement.
- Special report: How to stay compliant & sign documents to maximize your liability protection.

Does not include any consultations, questions, tax planning, State or Federal filing fees.

OWNERS PACKAGE LLC/ CORPORATION-\$325

This package provides:

- Unlimited name searches.
- Preparation & filing of Corporation Articles of Incorporation, or LLC Articles of Organization.
- Federal Tax ID number.
- Customization of standard bylaws or operating agreement. Sample copy of corporate minutes.
- Special report: How to stay compliant & sign documents to maximize your liability protection.

Does not include tax planning, or State or Federal filing fees.

EXECUTIVE PACKAGE LLC/ CORPORATION-\$475

This package provides:

- Preparation & filing of Corporation Articles of Incorporation, or LLC Articles of Organization.
- Federal Tax ID number.
- Dunn & Brad Street registration.
- Customization of bylaws or operating agreement.
- Corporate minutes forms.
- Sample business plan.
- Sample financial statements.
- Special report: How to stay compliant & sign documents to maximize your liability protection.

Does not include any consultations, questions, tax planning, or State or Federal filing fees.



- 7) Have you bought, leased or acquired any or all of an existing business or its assets?
- a) Date bought/leased/acquired _____
 - b) Prior business name _____
 - c) Prior owner's name _____
 - d) Telephone number _____
- 8) Did you purchase/lease any fixtures or equipment for which you have not paid sales/use tax? _____
If yes, indicate the purchase or lease price: _____
- 9) Is this business owned by, controlled by, or affiliated with any other business entity? _____
- a) Please indicate that business entity's legal name _____
- 10) Have you ever owned another business? _____
- a) Name: _____
 - b) State number: _____
 - c) EIN _____
- 11) If you are changing your business structure (e.g., changing from a sole proprietorship to a corporation/LLC) and want the old account closed, please provide the UBI number to be closed: _____
- 12) Bank or intended bank's name: _____
- 13) Estimated Gross Annual Income for the Corporation: _____
- 14) Will you hire any employees? _____ How Many? _____ Will you hire Minors? _____
- 15) First date wages or annuities will be paid _____
- 16) Do you plan to hire any independent contractors that you will report on Form 1099? _____



16) Capital Contributions and Stock Shares. Please indicate the dollar amount or form of each Shareholder’s capital contribution and the amount of stock to be issued to each officer.

<u>Shareholder</u>	<u>Initial Capital Contribution</u>	<u>Number of Shares</u>
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____

17) For federal tax purposes, most closely held corporation’s elect “subchapter-S” status which allows for pass-through taxation to the individual shareholder, thereby avoiding the double tax on profits. How do you wish your corporation to be taxed? We encourage you to discuss this issue with your accountant.

Subchapter “S”

Subchapter “C”

18) Will you require buy-sell or other and related agreements need to be to be prepared or reviewed? It is particularly important to have these agreements if there are multiple shareholders of the corporation.

Yes

No.

Not applicable.

19) Do employment contracts and related agreements need to be prepared?

Yes. Please designate the agreement(s) you would like prepared and the reasons why:

No.

Please provide signatures of all *directors* of the corporation:

If you have any questions regarding information requested on this form please call our office at 855-743-5765 or email us at info@howardtaxprep.com