



# ANNUAL MEETING DISCLOSURE STATEMENT

2010

MINUTES OF DIRECTORS AND SHAREHOLDERS

DOMESTIC BUSINESS CORPORATION / LIMITED LIABILITY COMPANY

CHARTER NUMBER: 40191713 F

- DOCUMENT FEE \$125 -

REQUEST REPLY BY: **OCTOBER 20, 2011**

DATE INCORPORATED: 4/26/10

Office Hours: Mon-Fri: 8:00 a.m. - 4:30 p.m.

Business Division: (225) 303-9091

Customer Support: (877) 738-5578

Email: [Support@louisianacorporatecompliance.com](mailto:Support@louisianacorporatecompliance.com)

NAME OF CORPORATION: NOTICE DATE: 10/06/2011 LA-45009

ABC Corporation  
123 Sample Blvd.  
Petaluma, CA 10000

**LOUISIANA CORPORATE CODES / SEC. 12:223** (A) Every corporation shall keep at its registered office (1) records of the meetings of its members and directors, and of committees of the board, share and membership records giving the names and addresses of the members in alphabetical order by classes and series and the number of shares held by each, and records of its assets, liabilities, receipts, disbursements, gains, losses, capital and surplus; and (2) separate records of all trust funds held by it. Whenever membership is terminated, this fact shall be recorded in the share or membership record together with the date on which the membership ceased, and transfers of shares shall similarly be recorded. (B) The records listed in subsection A of this section may be in written form or in any other form capable of being converted into written form within a reasonable time.

Maintaining records is vital to the existence of all corporations in particular the recording of shareholder and director meetings. If ever sued and requested by the courts, through a subpoena, or IRS via tax audit, failure to comply with certain requirements could cause your corporation to lose its limited liability status "pierced veil." If so, personal liability or exposure could possibly be put on directors and shareholders for failing to document formalities. *Limited Liability Companies and Non-Profit Organizations*, although treated slightly different than that of other entity types, books and records are highly suggestive for proper corporate maintenance. Companies that do not satisfy certain state requirements may forfeit the limited liability protection provided to owners, and could face administrative dissolution or revocation of the entity status by the state should the integrity of the corporation become questionable. Most states require all corporate entities to maintain books and records of account along with *Annual Meeting Minutes*. Not satisfying the minimum annual filing requirements in a timely manner causes your company to be in "bad standing" in the state. We assist corporations to avoid potential non-compliance with the above provision of maintaining Annual Meeting Minutes. *Please complete legibly, sign, and date the Annual Disclosure Statement form below by providing the following candidate names for the positions listed then submit along with the proper Document Fee of \$125 to ensure the processing and mailing back of your corporate documents in a timely manner.* Mail payment to the following address: Louisiana Corporate Compliance Business Services Division 7516 Bluebonnet Blvd #158 Baton Rouge, LA 70810.

1. STREET ADDRESS OF PRINCIPAL EXECUTIVE OFFICE:	CITY & STATE:	ZIP CODE:
2. MAILING ADDRESS (If different from above address)	CITY & STATE:	ZIP CODE:
3. CHIEF EXECUTIVE OFFICER (Corporation)	MEMBER / MANAGER (Limited Liability Company)	
4. CHIEF FINANCIAL OFFICER/		
5. SECRETARY/		
6. DIRECTOR/ (Directors who are also officers)		
7. DIRECTOR/		
8. BUSINESS PHONE: ( )	EMAIL: (optional)	
9. SHAREHOLDER INFORMATION / (If applicable) – (Attach additional pages if necessary)		
NAME:	MAILING ADDRESS:	# SHARES (Not %):
NAME:	MAILING ADDRESS:	# SHARES (Not %):

WE CANNOT BE RESPONSIBLE SHOULD YOUR CORPORATION BECOME ASSESSED WITH PENALTIES OR FINES. ALL INFORMATION IS HELD PRIVATE AND CONFIDENTIAL.

**THIS PRODUCT OR SERVICE HAS NOT BEEN APPROVED OR ENDORSED BY ANY GOVERNMENT AGENCY AND THIS OFFER IS NOT BEING MADE BY AN AGENCY OF THE GOVERNMENT. THIS IS A SOLICITATION FOR THE ORDER OF GOODS OR SERVICES, OR BOTH, AND NOT A BILL, INVOICE, OR STATEMENT OF ACCOUNT DUE. YOU ARE UNDER NO OBLIGATION TO MAKE ANY PAYMENTS ON ACCOUNT OF THIS OFFER UNLESS YOU ACCEPT THIS OFFER U.S.C. 39 § 3001(a).**

**BY SUBMISSION, THE CORPORATION CERTIFIES THE INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT.**

NAME OF OFFICER OR AGENT: TITLE: SIGNATURE: DATE:

**INSTRUCTIONS TO COMPLETING ANNUAL MINUTES FORM**

Complete this form for processing and fulfillment of the Annual Minutes for your corporation. Submit a single check or money order made payable to **Louisiana Corporate Compliance Company** and mail to:

Main Office:

LOUISIANA CORPORATE COMPLIANCE  
*Business Services Division*  
7516 Bluebonnet Blvd #158  
Baton Rouge, LA 70810

**Complete the Disclosure Statement of Annual Shareholders and Directors as follows:**

- Line 1** Enter the complete street address, city, state and zip code, of the principal business office. Please do not enter a P.O. Box or abbreviate the name of the city.
- Line 2** Enter the complete street address, city, state, and zip code of the corporation's business mailing address in Louisiana, if any. Please do not enter a P.O. Box or abbreviate the name of the city. Complete this item only if the address in Item 2 is outside of Louisiana.
- Line 3-5** Enter the name and complete business or residential address of the corporation's officers (CEO, Secretary, and CFO). The corporation should have these three officers. Member or Manager for LLC.
- Line 6-7** Enter the name and complete business or residential address of the corporation's directors; if there are more than two directors please attach additional pages. The corporation must have one or more directors.
- Line 8** Enter the business phone number and contact person for further information if necessary.
- Line 9** Enter the name and complete business or residential address of each incumbent shareholder. If there are more than two shareholders please attach additional pages.
- NOTE:** Type or print the name and title of the officer or agent completing this statement, then sign and enter the date this statement was completed.

By submitting the Annual Disclosure form of Shareholders and Directors to Louisiana Corporate Compliance Company *Business Services Division*, the corporation certifies the information contained herein, including any attachments is true and correct.