

we are a law firm. we form and maintain entities.
 that's all.

	california incorporation	delaware incorporation	new york incorporation	non-lawyer incorporation online service
Determine Name Availability and Reserve Name	✓	✓	✓	✓
Prepare and File Articles/Certificate of Formation	✓	✓	✓	✓
All Secretary of State Filing Fees	✓	✓	✓	
Custom Bylaws	✓	✓	✓	
Custom Organizational Minutes, authorizing the election of officers and directors, establishment of bank accounts, issuance of stock, and other matters	✓	✓	✓	
Preparation and Issuance of Share Certificates	✓	✓	✓	
Statement of Information and Filing Fees	✓	n/a	n/a	
Preparation of 25102(f) Certificate and Filing Fees*	✓	n/a	n/a	
Prepare IRS Form SS-4 and Obtain Tax Identification No.	✓	✓	✓	✓
Prepare and File IRS Form 2553 (NY State CT-6) to make "S" Election	✓	✓	✓	
Ancillary Documents, including Promissory Notes, Medical Expense Reimbursement Plan, Employment Agreement	✓	✓	✓	
Resident Agent Services for one year	✓	✓	✓	
Follow up to ensure all documents are properly signed, filed, fees are paid, and formation is properly completed	✓	✓	✓	
Experienced Counsel handling every formation and available to consult on all aspects of the process	✓	✓	✓	
Corporate Kit and Seal available upon request	✓	✓	✓	
All Documents available electronically	✓	✓	✓	
eMinutes Entity Management System (with online document library, real-time monitoring of corporate deadlines) via secure web-based interface	✓	✓	✓	
Automatic Enrollment in Annual Minutes System	✓	✓	✓	
Cost				
*For capitalization up to \$100,000				
	\$1,250	\$1,250	\$1,250	

Admitted to practice law in California and New York.

www.eMinutes.com

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