

**MEDINA LAW GROUP, P.A.**

WILLS • ESTATES • TRUST

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**Corporation / LLC Questionnaire**

**Corporate Name:** \_\_\_\_\_

1<sup>st</sup> Choice: \_\_\_\_\_

2<sup>nd</sup> Choice: \_\_\_\_\_

**Address of Corporation/LLC:**

\_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ E-Mail \_\_\_\_\_

**Directors/Members:**

Name: \_\_\_\_\_ SSN: \_\_\_\_\_

Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Cell \_\_\_\_\_

Name: \_\_\_\_\_ SSN: \_\_\_\_\_

Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Cell \_\_\_\_\_

Name: \_\_\_\_\_ SSN: \_\_\_\_\_

Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Cell \_\_\_\_\_

**Officers/Manager of LLC (family relationships):**

Name \_\_\_\_\_ SSN \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Cell \_\_\_\_\_

Name \_\_\_\_\_ SSN \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Cell \_\_\_\_\_

Name \_\_\_\_\_ SSN \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Cell \_\_\_\_\_

**Registered Agent:**

Name \_\_\_\_\_ SSN \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Cell \_\_\_\_\_

**Stock/Value of property for LLC:** \_\_\_\_\_

**Incorporator/Organizing Member:** \_\_\_\_\_

**Business of the Corporation/LLC:** \_\_\_\_\_

**Where Business services will be performed:** (cities, states) \_\_\_\_\_  
\_\_\_\_\_

**Business advisors:**

Name \_\_\_\_\_ Company \_\_\_\_\_

Capacity \_\_\_\_\_ Telephone \_\_\_\_\_

Name \_\_\_\_\_ Company \_\_\_\_\_

Capacity \_\_\_\_\_ Telephone \_\_\_\_\_

Name \_\_\_\_\_ Company \_\_\_\_\_

Capacity \_\_\_\_\_ Telephone \_\_\_\_\_

**Documents needed for review:**

1. Any agreements to be used in the business.
2. List of business assets
3. Deeds to any real property used in the business
4. Prior tax return if business was operated before LLC
5. Prior tax return of principal officer/member
6. Description of business activity
7. Description of number and type of employees
8. Copies of any licenses obtained for business