

Please note: If it is more convenient we will happily take your order information via email in your own words or with your own prepared documents.

Our Order Forms are only a guide line of the information we will need to prepare the paperwork for filing and completing your order.

Attention: We now have available **Commercial and Personal Insurance** for all your needs - Workers Comp, Disability, Business, Property, Auto, Umbrella, etc...

Our professional customer service department is always available to answer any questions or assist with anything you need and can be reached via email [info@acs123.com](mailto:info@acs123.com) or phone [800-906-9220](tel:800-906-9220).



# ALLSTATE CORPORATE SERVICES

Nationwide Corporate Filing & Research Services

## Business Entity Formation Service Order Form

Today's Date \_\_\_\_\_ My Name & email \_\_\_\_\_

Your Firm / Name \_\_\_\_\_

Your Phone # \_\_\_\_\_ Your Fax # \_\_\_\_\_

Address for delivery of Corporate Documents: \_\_\_\_\_

- .....
1. a. Level of State Service: **Standard** \_\_\_ **Expedited** \_\_\_ An additional State Fee will apply for expedited services
  - b. EIN Tax ID# (\$20) Yes \_\_\_
  - c. Prepare S-Corp Election (\$80) Yes \_\_\_
  - d. Prepare Sales Tax Registration (NY only) (\$80) Yes \_\_\_
  - e. Corporate/LLC Kit Instructional DVD (\$25) Yes \_\_\_ **THIS DVD HAS THE ANSWERS!**

From resolutions to preparing & up keeping stock/LLC certificates to advice in keeping your entity in good standing and how to use your seal, minutes, bylaws, operating agreement, stock transfer ledger, transfers and much more.

2. You would like to form a \_\_\_\_\_ in the State of \_\_\_\_\_  
Options are: Corporation, LLC, PLLC, PC, LP, LLP, Not-for-Profit

3a. Company Name 1st choice \_\_\_\_\_

3b. Company Name 2nd choice \_\_\_\_\_  
The name ending: Incorporated, Inc., Corporation, Corp., Limited, Ltd., Limited Liability Company, LLC, Limited Partnership, LP, LLP, etc...

4. Stock Structure: Qty of Shares \_\_\_\_\_ No Par Value \_\_\_ [or] Par Value \_\_\_\_\_  
You may leave the Stock Structure blank and we will insert: 200 Shares of No Par Value.

5. Brief Description of Business Purpose \_\_\_\_\_

6. Principal Business Address \_\_\_\_\_

County \_\_\_\_\_

State laws require a Registered Agent to receive lawsuits & other legal documents where your company does business. Allstate Corporate Services can serve as your **Registered Agent for \$119 per year.**

- The state may revoke your company's authority to transact business if you fail to maintain a registered agent or office.
- Most Attorneys & accountants appoint us as registered agent to avoid the liability & penalties resulting from default judgments & neglecting address change filings.
- Allstate keeps track of & notifies its registered agent clients of compliance issues, legislative changes, report due dates & annual minutes requirements for all jurisdictions.
- Allstate provides an anonymity shield, protecting a business & its principals from exposing its clients, vendors or neighbors to any legal proceedings and adds a layer of privacy on the business' official public documents and nearly eliminating junk mail.

7. Registered Agent's Name & Address: use Allstate \_\_\_ [or] \_\_\_\_\_

Director / Member / Manager / Officer Information (You must have a minimum of one - attach additional paperwork if necessary.)

Name \_\_\_\_\_ SS # \_\_\_\_\_ Title \_\_\_\_\_

Address \_\_\_\_\_

Name \_\_\_\_\_ SS # \_\_\_\_\_ Title \_\_\_\_\_

Address \_\_\_\_\_

8. If this is a LLC, is it: Member managed \_\_\_ Manager managed \_\_\_ & Single Member \_\_\_ Multi Member \_\_\_

All new Domestic Entity Formation orders will include a complete Corporate/LLC Outfit Kit unless you specifically indicate otherwise.