

## STARTING A CORPORATION

What would you like to name the company?: \_\_\_\_\_

Any Tradenames you would like to use: \_\_\_\_\_

What type of corporation should this be?  C Corp  S Corp

What is the purpose of the corporation? \_\_\_\_\_

What will be the company's address?:

\_\_\_\_\_

Who will be the resident agent? \_\_\_\_\_

What is the address of the registered agent (must be street address, not a P.O. Box)?:

\_\_\_\_\_

What is the name of the company's CPA? \_\_\_\_\_

CPA's Phone #: \_\_\_\_\_

CPA's Address: \_\_\_\_\_

Will the company employ any of the owners?  Yes  No

### **Who Should Fill The Following Officer Positions?**

President: \_\_\_\_\_

Vice President: \_\_\_\_\_

Secretary: \_\_\_\_\_

Treasurer: \_\_\_\_\_

### **Who should serve as the Directors of the Corporation?**

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

### **Things to Consider:**

If the company is going to have more than one owner, here are a few things that we will discuss in our initial meeting about which you may want to talk prior to that meeting.

- Upon the death of an owner should the owner be bought out?
- Upon the disability of an owner should the owner be bought out?
- Do you want to restrict sales of the company to third parties?
- Should an owner be able to transfer his/her interest to a spouse or children?

### **Things to bring with you to the meeting:**

- If you are buying an existing company, please bring any purchase and sale agreements you already have

**Owner Information**

<b>Name</b>	<b>Address</b>	<b>If married, Name of Spouse</b>	<b>Percent Ownership of Company</b>