

# Nominee Service for Nevada Corporations and LLC's

Nominee service is only available for clients who currently have CHQ Incorporated as their Nevada Registered Agent. The State of Nevada publishes the names of Corporate officers, directors and LLC Members or Managers on the internet for public viewing. For a recurring annual fee you can elect to provide a nominee's name that will be posted on the internet instead of your own. You remain anonymous in the public's eye. A nominee never holds stock or membership interest in your company and cannot endorse any document other than the "Initial" or "Annual" list.

Each year our nominee is elected by you to hold Officer and Director positions in a Corporation, or Manager position in an LLC. Immediately thereafter, the nominee accepts the position(s), files with the state and concurrently resigns the position(s) back to you. The reassignment does not have to be filed with the state. In this way, you retain complete control of your company while remaining anonymous-with the only references to your control being located in your Corporate or LLC minutes/records book. The following documents are not required to be filed with the State of Nevada:

Stock or Member Share Certificates  
Stockholders or Members names or addresses  
Resolutions or mid term officer replacements

! Complete and return this page and (a) "Stockholder meeting page" or (b) "Minutes of Managers and Members page".

*NOTE: Bank accounts for this entity should have already been opened prior to starting Nominee service. The service should be activated no more than 90 days prior to the filing anniversary month—If you do it outside that time frame, the state will require a \$125. amendment fee.*

This is a (for-profit) C or S Corporation

This is a Limited Liability Company

Name of Entity:

State file number:

Applicants full name:

Applicants address:

Phone:

Fax:

Email:

Customer authorizes this purchase to be charged to the credit card below in the amount indicated and understands the service is not proratable and may be terminated by either party at the end of any anniversary year.

Please establish nominee service and charge the card below in the amount of **\$295.00**

Card number

Expires: MO

YR

Last 3 numbers back of card

(American express is not accepted)

Applicant signature \_\_\_\_\_ Date: \_\_\_\_\_

**Complete, print and fax, or scan and email.**

**Email to:** [chqinc@juno.com](mailto:chqinc@juno.com)

**or secure fax to:** 702 796-6694

**Mail:** P.O. Box 70477, Las Vegas NV 89170

## MINUTES OF ANNUAL MEETING OF STOCKHOLDERS AND DIRECTORS OF:

An annual meeting of the stockholders and directors of this corporation was held at the following physical address:

on Date: \_\_\_\_\_ at Time: \_\_\_\_\_

1. The president and secretary of the corporation acted respectively as chairman and secretary of said meeting. The chairman called the meeting to order and the secretary called the roll of stockholders entitled to vote.

Those stockholders present were as follows, constituting at least a majority of the voting power (or representation by proxy) of the corporation:

2. There being present at the meeting a majority of the shares of stock of the corporation issued and outstanding which have voting power, the chairman declared that a quorum was present and that the meeting was duly opened for the business of the corporation.

3. After discussion on the election of directors, upon motion duly made, seconded and approved, it was deemed necessary and appropriate at this time to temporarily retain a nominee board of directors, the following of which is hereby nominated and elected: C. McDowell, P. O. Box 70477, Las Vegas, Nevada 89170. The new board of directors is hereby instructed to hold an election in a timely manner for the positions of President, Secretary, Treasurer, and Assistant Secretary, whereupon the board shall then file an annual list of officers with the Secretary of State of Nevada. All such positions in existence prior to such election shall terminate upon said election. The nominee board of directors named herein above shall serve until such time as he or she, at his or her sole discretion, elects to resign.

4. It was further stated that this entity shall indemnify any and all directors and officers regarding any legal actions taken in the interest of this entity including but not limited to filing of initial or annual lists with the Secretary of State of Nevada.

Outgoing officer print name here \_\_\_\_\_

Title \_\_\_\_\_

Outgoing officer sign here \_\_\_\_\_ Date \_\_\_\_\_

**MINUTES OF MEETING OF MANAGERS AND MEMBERS OF:**

A meeting of the members of this LLC, called by the current manager:

Manager's name:

was held at:

Time:

Date:

Street address, City, State, Zip:

The manager called the meeting to order designating a member to take minutes of the meeting and see that such minutes be placed in the LLC's record book at the end of the meeting. The manager confirmed the presence of all members.

The purpose of this meeting is to receive the resignation of the current manager named above to be effective immediately. Concurrent with this action, a new manager (CHQ Incorporated) is hereby appointed to said position to remain so until such time as it, at its sole discretion, elects to resign.

It was further stated that this entity will have, prior to any initial or annual filing submitted to the Secretary of State of Nevada, complied fully with any and all Nevada State rules, regulations, and statutes at this time in effect.

It was further stated that this entity shall indemnify any manager regarding any legal actions taken in the interest of this entity including but not limited to filing of initial or annual lists with the Secretary of State of Nevada.

I the undersigned, swear that all the members and their spouses (if any) of this LLC agree to and adopt the actions hereabove taken at this meeting.

Outgoing Manager signature: \_\_\_\_\_ Date \_\_\_\_\_