

RECORDS REVIEW™ Corporation (DE)

Indigo Venture Law Offices (“IVLO”) understands that you have many pressing matters at hand necessary to keep your business running efficiently and profitably. Included among these matters are certain corporate obligations such as filing Franchise Tax and Annual Reports, documenting corporate actions, maintaining a current records book, and holding annual meetings. Failure to comply with these obligations on an annual basis can jeopardize your corporation’s good standing and impact its limited liability status, placing your personal assets at risk. For these reasons, IVLO offers **RECORDS REVIEW**, a packaged legal solution designed to help you comply with your legal obligations and protect your personal assets.

As the first step of the **RECORDS REVIEW** process, we assess your corporate records book for inconsistencies and missing records and provide you with a Records Summary and Assessment Report to identify items and issues that require follow-up. We also prepare an Organization Summary that provides a current “snapshot” of your corporation’s critical information and a Capitalization Schedule that details your corporation’s capitalization and stock transfer history.

ORGANIZATION SUMMARY

ACME CORP.

COMPANY: ACME CORP. **FEDERAL ID:** 00-INDIGOV
REGISTERED BUSINESS ADDRESS: 1 CENTRAL AVE
 BOSTON, MA 02109 **STATE ORGANIZED:** MA
DATE ORGANIZED: July 01,2007

DIRECTORS: JOHN SMITH **ANNUAL REPORT:** March 15
 JOHN DOE **FOREIGN REGISTRATION:** N/A

OFFICERS
 President:
 Secretary:
 Ass't Secret:
 Treasurer:
 Vice Preside:

CAPITALIZATION SCHEDULE

ACME CORP.

Stockholder	% of Common		% Preferred		% Unvested		Total w/	
	Common	Preferred	Options	Unvested	All	% of All		
JOHN SMITH	25,000	50.00%	0	0.00%	0	0.00%	25,000	17.91%
JOHN DOE	25,000	50.00%	0	0.00%	0	0.00%	25,000	17.91%
JANE SMITH	0	0.00%	33,500	50.00%	0	0.00%	33,500	22.79%
JANE DOE	0	0.00%	33,500	50.00%	0	0.00%	33,500	22.79%
JACK SMITH	0	0.00%	0	0.00%	15,000	50.00%	15,000	10.20%
JACK DOE	0	0.00%	0	0.00%	15,000	50.00%	15,000	10.20%
TOTALS	50,000	100.00%	67,000	100.00%	30,000	100.00%	147,000	100.00%

GOVERNMENT DOCUMENTS
 Charter:
 Bylaws:
 SH Agreement:

REGISTER AGENTS

ASSESSMENT REPORT

ACME CORP.
As of August 19, 2009

1. ATTORNEY ASSESSMENT

2. ANNUAL REPORT
 STATE _____ Y1
 STATE _____ Y2

3. DATE OF ANNUAL MEETING

4. DATE OF ELECTIONS

5. RECORDS ARE:
 SCANNED _____
 UPLOADED TO EXTRANET _____

6. ISSUES TO BE ADDED

7. CORPORATE ACTION

P. Notes/Loans
 Leases
 Contracts
 Bank Accounts

See us First
 Without Penalty

RECORDS SUMMARY

ACME CORP.
(A Massachusetts Corporation)

Full Report Attachment
As of Membership, August 19, 2009

Document	Date	Party	Key Terms
Certificate of Organization	7/01/07	MA Secretary of State	Regist: ACME CORP. Registered Agent: JOHN SMITH Office: 1 CENTRAL AVE., BOSTON, MA 02109 Directors: JOHN SMITH; JOHN DOE
Consent of Shareholders	7/02/07	Shareholder	Election of Directors Adoption of By-Laws
By-Laws	7/02/07	Shareholder	B/w John Smith (M) Fiscal Year Dec. 31 "Vanilla" Edition
Consent of Directors	2/12/09	Shareholder	Company seal adopted Election of officers and position description Salary of J.L.K. and R.P.C. Foreign qualification in CO
Foreign Qualifications	3/15/09	CO Secretary of State	
Annual Report	2007-2008	MA Secretary of State	07 Annual Report 08 Annual Report

RECORDS REVIEW helps you comply with Delaware laws requiring corporations to hold annual meetings and make annual state filings. We prepare the Stockholder and Board of Directors consents and votes necessary to comply with the law. We help you avoid late and inaccurate filings of Delaware Franchise Tax Reports and your local state Annual Reports by providing you with timely reminders and ensuring that information in the filings is updated. We also help you determine the proper method to calculate your Delaware franchise tax payment. Finally, we include a one-hour yearly consultation with you to discuss issues related to your corporation, its records and filings.

The above features are included in the **Standard** level of **RECORDS REVIEW**. (See Pricing Schedule) The **Extranet** option provides for electronic storage of your corporation’s records book and other documents on a website where you and your advisors can have password-protected access to the company records. To demo the Client Extranet Site, go to www.ivlo.com. In the

lower left-hand corner of the screen type the login name “IVLO-DEMO” and password “demonstration.” Review the features offered on the following Pricing Schedule to find a solution that is right for you.

Pricing Schedule

RECORDS REVIEW is an annual subscription that comes in two different service tiers, tailoring a solution to meet your needs and your budget.

FEATURE	Standard	Extranet	Restrictions & Additions
Quick Review	FREE	FREE	Limited to most recent Certificate of Incorporation, Bylaws and records for past 12 months
1. Records Summary	✓	✓	Performed upon sign-up and updated annually during Records Review
2. Assessment Report	✓	✓	Performed upon sign-up and updated annually during Records Review
3. Organization Summary	✓	✓	Updated annually during Records Review
4. Capitalization Schedule	✓	✓	Provided as part of Records Review
5. DE Annual Franchise Report	✓	✓	Includes assistance with proper calculation of franchise tax.
6. MA Annual Report	✓	✓	Only one foreign state
7. Annual Meeting Consents	✓	✓	Annual stockholder and director consents w/ basic votes
8. Digitizing Records	✓	✓	IVLO will send you electronic copies of your corporate records
10. Consultation	✓	✓	A yearly one-hour meeting to discuss corporate records and filings.
9. Client Extranet		✓	Includes initial set-up of 12 documents uploaded per 12 months
PRICING	\$795	\$995	

Pricing is subject to change and does not include filing fees, postage, delivery or other out-of-pocket expenses.

For more information or to try a free Quick Review please contact:

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