



Limited Liability Company Organization Worksheet

Please complete all of the following information, which we will use in forming your new Nebraska Limited Liability Company. Please type or print clearly:

1. Name of the company to be formed:

First Choice:

Second Choice:

[Must include the phrase "Limited Liability Company" or the abbreviation "LLC"]

2. What type of business will the company operate?

3. What is the street address and county of the company's place of business?

[street] [city] [county] [state] [zip]

4. One or more persons (designated as "members") may form a LLC. The members may be natural persons, corporations, limited partnerships, partnerships, trusts, or any other legal entity. Who will be the members forming the LLC and their initial equity investment? (Please list additional members on separate page):

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
[name]	[% equity]	[name]	[% equity]

<input type="text"/>	<input type="text"/>
[address]	[address]

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
[name]	[% equity]	[name]	[% equity]

<input type="text"/>	<input type="text"/>
[address]	[address]

5. Will the company have a Manager with authority to operate the business or will it be managed by the Members? Manager or Members

If Manager-managed, please list the Manager(s) of the LLC:

Manager 1

Manager 2

6. What is the name and street address of the person who will be the company's Registered Agent? (Nebraska street address required [post office boxes not accepted])

[name]	[address]	[city]	[state]	[zip]
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[The Registered Agent will receive official mail and, if the company becomes involved in a lawsuit, may be served with a summons or other legal process. It is therefore important that you name a responsible person with a permanent address. We can act as your Registered Agent for a fee of \$150.00/2 years. If you would like us to act as your Registered Agent, please note "**CORPORATION CONSULTANTS**" in response to question 6, above.]

7. What is the name, telephone number and email address of the person we can contact during business hours in case we have a question regarding the information on this form?

[name]	[phone]	[email]
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8. To whom shall we mail the confirmation that the LLC has been accepted by the Secretary of State and, when all the steps in organizing the LLC have been completed, the company records?

[name]	[email]		
[address]	[city]	[state]	[zip]

9. Who referred you to **CORPORATION CONSULTANTS**/our legal services for small businesses?

- | | |
|---|---|
| <input type="checkbox"/> Accountant _____ | <input type="checkbox"/> Friend/word of mouth _____ |
| <input type="checkbox"/> Newspaper _____ | <input type="checkbox"/> Phone book/other _____ |

10. Payment method:

Check Visa M/C Discover Amex

[Card #]	[exp date]	[CCV]
[Name on Card]	[Signature]	
[Cardholder Billing Address]		

When complete, return this form to us via email, mail, fax or in person with your payment in the amount of \$599 to organize a new LLC (plus \$150/2 years if you would like us to act as your Registered Agent in Nebraska) payable to:

**WHITMORE LAW OFFICE LLC
7602 Pacific Street, Suite 200
Omaha, Nebraska 68114**

**phone: (402) 391-2400
fax: (402) 391-0343**