2013 - ANNUAL MINUTES FORM
SHAREHOLDERS, DIRECTORS AND OFFICERS
(Louisiana Corporations)

IMPORTANT! FOLLOW INSTRUCTIONS EXACTLY WHEN COMPLETING THIS FORM. PLEASE PRINT.

Key Code	Notice Date	Corporation Number	Incorporation Date
K192030717	2013-01-30	34223756	11/26/1986

Business Address

111 VETERANS BLVD STE 600
METAIRIE, LA 70005-3053

Please Respond By
Feb. 27, 2013

Corporate Records Service will prepare and provide corporate minutes that meet the following requirements of Louisiana law:

LOUISIANA STATUTE TITLE 12 §103: Corporate records ... "(A) Every corporation shall keep at its registered office, or at its principal place of business in or outside of this state: .. (2) Records of the proceedings of the shareholders, of the directors, and of committees of the board."

LOUISIANA STATUTE TITLE 12 §73: Annual meeting ... "At least one meeting of the shareholders shall be held in each calendar year for election of directors, if any are to be elected ..." LOUISIANA STATUTE TITLE 12 §81 states that "The meetings of the board of directors may be held at such place, whether in this state or elsewhere, as a majority of the directors may from time to time appoint, or as may be fixed in the call of the meeting."

Corporate minutes may also be prepared by corporate officers or other agents. CORPORATE RECORDS SERVICE IS NOT A GOVERNMENT AGENCY AND DOES NOT HAVE OR CONTRACT WITH ANY GOVERNMENT AGENCY TO PROVIDE THIS SERVICE.

Please complete this Annual Minutes Form. Your information will be kept confidential and will not be disclosed to third parties. Mail the completed form with your payment for **$125.00 payable to Corporate Records Service** in the enclosed envelope. If you have any questions, please email us at records@corp-records.com.

Step 1. SHAREHOLDERS Enter the names of each stockholder.

Name	Name
Name	Name
Name	Name
Name	Name

Step 2. CORPORATE DIRECTORS Enter the names of all members of the Board of Directors.

Name	Name
Name	Name
Name	Name
Name	Name

Step 3. CORPORATE OFFICERS Enter the names & titles of all corporate officers.

Name	Title	Name	Title
Name	Title	Name	Title
Name	Title	Name	Title
Name	Title	Name	Title

Step 4. CONTACT PERSON Enter the name & email address of the contact person.

Contact Name	Contact Email	Contact Phone

Step 5. Check appropriate payment method & fill out subitems.

☐ CHECK OR MONEY ORDER ENCLOSED

Please make your check payable to:

Corporate Records Service
17732 Highland Rd Ste. G Box 112
Baton Rouge, LA 70810-3846

☐ CREDIT CARD **(VISA & MASTERCARD ONLY)**

Enter Credit Card Number: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ ☐☐☐☐

Enter Expiration Date of Credit Card: ☐☐ / ☐☐

Step 6. Provide your signature for authorization.

Signature	Date

Step 7. Return this entire completed form with payment in the enclosed return envelope.

for office use only

ND: 2013-01-30 **KC:** K192030717

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Please Respond By Feb. 27, 2013