



A FINANCIAL LEGAL SERVICES CORPORATION
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CORPORATE BYLAWS QUESTIONNAIRE

A. General Information

1. Name of Corporation: _____

State: _____

2. Day the shareholders' annual meeting will be held: _____

Time the Shareholders' meeting will begin: _____

3. Indicate the people who are allowed to call special meetings:
(You may select one or more options)

President

One or more shareholders

If more than one shareholder can call a meeting indicate how many _____

4. Do you want to include supermajority voting provisions in your bylaws?

Yes (if yes you will be asked to include your voting rules)

No

Please describe any shareholder action that will require a supermajority vote:

B. Meetings of the board of directors

1. How many people will serve on your board of directors? _____
2. Indicate the people who are allowed to call special meetings. (You may select more than one.)

 President
 One or more directors

If more than one director may call a meeting, enter the number of directors here: _____

3. How many days before a special directors' meeting must notice be given to the directors? _____
4. How many directors must be present for a quorum?

 A majority of directors
 One director
 specified number of directors (please specify number) _____

C. Director voting rules

1. How many director votes are needed to approve an action or pass a resolution?

 All votes of the directors present (unanimity)
 Votes that represent a majority of the directors present
 A specific number of directors (please specify number) _____

D. Officers

1. In addition to a president, an officer required by our bylaws, which officers will run your corporation?

 Secretary and Treasurer
 Secretary-Treasurer
 Vice President, Secretary and Treasurer
 Vice President and Secretary-Treasurer

2. If the president is unable to act, who will take over?

Vice President

Secretary

Secretary-Treasurer

E. Accounting and financial information

1. Which accounting method will your corporation use?

Cash

Accrual

F. Shareholder information

1. List each shareholders name: