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## LIMITED LIABILITY COMPANY (LLC) QUESTIONNAIRE

1. Provide the following for our contact person for the LLC:

Full Legal Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

2. How did you hear about our firm? \_\_\_\_\_

3. Name of the LLC: \_\_\_\_\_

- a. Tip: Search <http://arc-sos.state.al.us/CGI/CORPNAME.MBR/INPUT> to see what entity names are available.

4. Type of business the LLC will conduct: \_\_\_\_\_

5. The legal name and address of the registered agent who will be served with legal documents in the event of a lawsuit involving the LLC (he or she must be a representative of your company; usually an owner and/or member):

a. Name of Registered Agent: \_\_\_\_\_

c. Physical Address: \_\_\_\_\_

6. Is the contact person above the only member (owner) of the LLC? (*circle one*)    Yes    No

- a. If there are additional members:

- i. Please provide their legal names and addresses on a separate sheet of paper. Also provide the percent ownership for each such member; and

- ii. Please indicate who will manage the LLC (may be multiple managers).

7. Provide the legal name (if different from the contact person above) and SSN for the person who will be requesting a FEIN (tax ID) from the IRS (usually the manager):

a. Legal Name of Tax ID Requester: \_\_\_\_\_

b. SSN of Tax ID Requester: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_