

File the Certificate of Limited Partnership - LP-1 With the California Secretary of State in Sacramento

Pages attached: _____

Do not attach the partnership agreement. The Secretary of State will not file it.

STEP 1:

Name of Business Entity: _____

NOTE: Our filing fee does not include name availability or name reservation. Please purchase a name availability check prior to faxing the Articles of Organization. If you have previously reserved a name, please attach a copy of the name reservation certificate.

STEP 2: Shipping

 - How would you like your order returned? (Default method is fax followed by regular mail)

Choose one free: Fax (to one location in the U.S. only) OR Scan and e-mail the document (one address only)

* Fax number or E-Mail address for scanned document: _____

FedEx: add \$25.00 for priority overnight or add \$20.00 for 2nd day I have my own FedEx acct. _____

Regular Mail: No charge. Please note that we highly recommend that you use FedEx as we do not and cannot guarantee regular mail.

STEP 3: Fees

 - Our fee: \$70.00 plus the Secretary of State fee is \$85.00. State fee includes a \$70.00 filing fee plus the \$15.00 counter/expedite fee. Total: \$155.00

Add a standard LP Kit - includes seal embosser, partnership roles, 20 partnership certificates, binder + 2nd day shipping \$85.00 Black Burgundy

Add a Certificate of Good Standing to this order: \$40.00 (If ordered later, total fee is \$50.00 plus shipping - save \$ and order now.)

Add Registered Agent services for one year: \$169.00. Please fax the contact form (found on our website) with this order form. Call for questions.

Our fee includes: Filing your document with the Secretary of State the same day we receive your request in Sacramento (if before 2:00 PM PST and this form is completed correctly), writing required checks, making required copies, obtaining TWO certified copies from the Secretary of State, faxing or e-mailing your filed document, and returning the certified copies via regular mail. FedEx is additional. The state takes an average of 7-10 business days to file the Certificate of Limited Partnership. The document will be given the file date it was submitted on. LP numbers are not available until the filing is complete. **24 hour rush services available for additional fees.**

Order Total: _____ (If you are unsure how to calculate the order, please check here _____ and we will contact you. Please note that if we are unable to get a hold of you, it will delay your order.) Our fee does not include the state fee or FedEx shipping fees. Example: File the Certificate of Limited Partnership plus FedEx. Our filing fee is \$70 + state fee of \$85 + \$25 FedEx = \$180.00.

STEP 4: Shipping Address

 (must be a physical address if you have chosen FedEx): Is this address in a residence? Yes No

Firm Name: _____

Attn: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Telephone (required): _____ Alt. #: _____

Fax #: _____ (This fax # must be a free standing fax or have the ability to receive faxes at anytime or an additional \$3.00 "call before fax" charge will apply.) Call me before you fax the document.

STEP 5: Payment Information:

Credit Card Type: Visa MasterCard American Express Discover

I am paying with a personal credit card I am paying with a corporate credit card.

Card Number: _____ -- _____ -- _____ -- _____ Exp. Date ____/____/____ (mo/yy) (please double check the card number)

Billing address: same as shipping - **NAME OF CARD HOLDER** (required): _____

different billing address: _____

City: _____ State: _____ Zip: _____

Total Amount: _____ (Please indicate our fee, the state fee, and any shipping fee)

Signature of Card Holder (Required): _____

By signing this form, I give permission to Sun Document Filings (SDF) to bill my credit card for the price of this order. If I am using my company's card, I am signing as an authorized user. I confirm that I have read and agree with Sun Document Filings' terms and conditions that are found on their website. I understand that Sun Document Filings' makes no guarantees that the Secretary of State will accept this document. If the document is rejected, I understand that further state and service fees will apply. I have double checked this form and the Certificate of LP (LP-1) for errors and with my signature, I authorize SDF to file my document immediately. I understand that Sun has not guaranteed how long it will take the State to process my document. Most documents are filed within 7 business days. We visit the Secretary of State's office 3 times a day, Monday thru Friday. We will pick up the document as soon as the Secretary of State has completed the filing.

Thank you for your business.