

ELLIOTT & DAVIS, PC

Certified Registered Office Provider Agreement

Elliott & Davis, PC, 425 First Avenue, Pittsburgh, PA 15219

412.434.4911 www.elliott-davis.com

Full Corporate Entity Name: _____

Trade Name (if applicable): _____

Contact Person: _____

Mailing Address: _____

Telephone Number: _____

E-mail Address: _____

We are pleased to have the opportunity to be of service to you by serving as a Certified Registered Office Provider (“CROP”) for your corporate entity. We look forward to working with you. Please note that Elliott & Davis, PC has NOT established an Attorney-Client relationship with you as a result of entering into this Certified Registered Office Provider Agreement. Should you wish to retain our firm for legal services, we would require a separate fee agreement for those services.

Pennsylvania requires that all corporations and limited liability companies/partnerships have a commercial registered office provider that is registered with the Secretary of State for Pennsylvania unless you maintain your own office in Pennsylvania for service of process. We are registered with Pennsylvania as a CROP and you may list us as your provider immediately upon executing this Agreement and submitting payment.

When listing Elliott & Davis as your CROP, you must list our name and county in the space provided for the provider. Do not list any other address. You will list us as:

Elliott & Davis, PC

Allegheny

Scope of Services. The Scope of Services is limited to forwarding legal documents and communications from the Pennsylvania Department of State or Internal Revenue Service to you at the address you provide above. We will also inform you via e-mail or telephone to let you know that the documents have been mailed.

Any mail that is not a legal document or communication from the Pennsylvania Department of State or Internal Revenue Service will be destroyed and will not be forwarded to you.

Please be sure to update us in writing at the address above if any of your contact information changes.

Fees. Our fee for the above Scope of Services will be \$100.00 for one year. You will be billed on the one year anniversary of the date that this Agreement is executed for another year of service. Please notify us at the address above if you wish to discontinue service. Failure to pay any invoice within thirty (30) days will result in a discontinuance of services and notification to the Secretary of State that Elliott & Davis, PC is no longer serving as a Certified Registered Office Provider for your corporate entity.

By signing this Certified Registered Office Provider Agreement you acknowledge and accept the terms and conditions contained herein. Please confirm your acceptance by signing in the space provided below and return it along with payment to "Elliott & Davis, PC" for \$100.00. We will have no obligation to provide services until you sign and return a copy of this Agreement with your payment.

I have read and understand the terms and conditions set forth in this Agreement and agree to them.

Duly Authorized Representative of
Corporate Entity Named Above

Date

Printed Name

Title