CORPORATE CHECKLIST

By-laws 1. Name of corporation: Location:____ 2. Principal office: City:_____ County:_____ 3. Number of directors:_____ 4. Regular meetings of the board of directors: Time:_____ Date:_____ 5. Annual meetings of shareholders: Time:_____ Date:_____ 6. Adoption of by-laws Name:_____ Incorporator or director: Date: Secretary: Date: Secretary of adoption by shareholders' vote:

Minutes of Organizational Meeting

1. Name of corporation:	
2. Time:	
3. Date:	
4. Place:	
5. Present at meeting:	
6. Temporary Chairman:	
7. Temporary Secretary:	
8. Date of filing of articles of incorporation:	
9. Proposed seal	
Words:	
10. Number of directors:	
11. Members of board of directors:	
12. Officers for balance of meeting	
Chairman:	-
Secretary:	
13. Officers	
President:	
Vice-President:	

	Secretary:				
	Chief Financial Officer:				
14. Ca	ash/Cancellation of Indebtedne	ess: Sect. 25102(h) of Cal. Cor	p. Code		
	a) Issuance and sale of shares				
	<u>Name</u>	No. Shares	Consideration		
	b) Aggregate number of shar	es issued:			
	c) Total number of shares issued in a):				
	d) Value/share for issuance:_		-		
15. Pa	rtnership/Proprietorship: Sect.	25102(h) of Cal. Corp. Code			
	a) Offer Transfer business and assets of:				
	b) Aggregate number of shares:				
	c) Total number of shares issued offered for sale:				
	d) Issuance				
	Name	No. Shares			

e) Value/share for issuand	ce:			
f) Fair value for issuance:	:			
16. Sect. 25102(f) of Cal. Corp. 0	Code			
a) Issuance and sale of sh	ares			
<u>Name</u>	No. Shares	Consideration		
b) Aggregate number of s	shares issued:			
c) Total number of shares offered for sale:				
d) Value/share for issuance:				
17. Will there be a medical exper	nse payment and reim	bursement plan?		
a) If yes, date effective:_				
18. Principal place of business:_				
19. Officers to sign checks and d	rafts:			