

HT2 Alert 2009-07 Don't Fall for this Scam!

Dear Client,

BEWARE: Our clients regularly receive mailings that give the impression that they are sent directly from the state of California. The format and wording of the mailers are designed to look very similar to the required statement of information discussed above. They direct the recipient to fill out the form and return it with a payment. We typically see payments requested of \$150 to \$250. The forms look very official but they are not sent from the government. These are scams. We have attached examples of actual scam mailers that were received by our clients. DON'T FALL FOR THEM! Give us a call if you ever have any doubt.

California law requires corporations and limited liability companies to update the records of the California Secretary of State on an annual or biennial basis, respectively. This is done by filing a statement of information with the Secretary of State. The statement of information reports the names and addresses of certain officers and managers and the agent for service of process. Corporations must pay a \$25 fee with the form and LLC's must pay a \$20 fee with the form. The statement of information is due each year, or every other year, no later than the last day of the calendar month in which the organizing articles were filed or any time five months before that. Failure to file this form will result in a \$250 penalty.

Hamilton Accountancy Corporation

Disclosure Statement

DEPARTMENT OF BUSINESS MINUTES (DOBM)

IMPORTANT-READ NOTIFICATION BEFORE COMPLETING THIS FORM

0009138234883*****182826739200634992

For internal office Use Only

|||||

AUTO3-DIGIT 921

[REDACTED]

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REPLY BY: **NOW DUE**

FILING FEE: \$125

FILE NUMBER

00634992

NOTICE DATE: 02/3/2009

MAIL THIS FORM AND PAYMENT OF \$125 TO:

DOBM
P.O. BOX 41227, LOS ANGELES, CA 90041

9510. (a) Each corporation shall keep: (1) Adequate and correct books and records of account. (2) Minutes of the proceedings of its members, board and committees of the board. (3) A record of its members giving their names and addresses and the class of membership held by each. (b) Those minutes and other books and records shall be kept either in written form or in any other form capable of being converted into clearly legible tangible form or in any combination of the foregoing. 600. (a) Meetings of shareholders may be held at any place within or without this state as may be stated in or fixed in accordance with the bylaws. 1500. Each corporation shall keep adequate and correct books and records of account and shall keep minutes of the proceedings of its shareholders, board and committees of the board and shall keep at its principal executive office, or at the office of its transfer agent or registrar, a record of its shareholders, giving the names and addresses of all shareholders and the number and class of shares held by each. Those minutes and other books and records shall be kept either in written form or in another form capable of being converted into clearly legible tangible form or in any combination of the foregoing. When minutes and other books and records are kept in a form capable of being converted into clearly legible paper form, the clearly legible paper form into which those minutes and other books and records are converted shall be admissible in evidence, and accepted for all other purposes, to the same extent as an original paper record of the same information would have been, provided that the paper form accurately portrays the record.

1. STREET ADDRESS OF PRINCIPAL EXECUTIVE OFFICE CITY STATE ZIP CODE

2. PRESIDENT

3. SECRETARY

4. NAME OF ALL DIRECTORS (The corporation must have at least one director. Attach additional pages, if necessary.)

4. NAME

5. NAME

6. NAME

7. NAME

CALIFORNIA CORPORATIONS CODE SEC. 1500, 600, 9510: IS A STATUTORY AND YOUR CORPORATION SHOULD COMPLY WITH APPLICABLE LAWS AND REGULATIONS FOR ADEQUATE RECORD TRANSFER, PLEASE PRINT LEGIBLE. ALL INFORMATION WILL BE TREATED AS PRIVATE AND CONFIDENTIAL. PLEASE ALLOW 45 DAYS FROM THE DATE OF RECEIPT FOR COMPLETE PROCESSING, FULFILLMENT AND MAILING OF THE ANNUAL MINUTES FOR YOUR CORPORATION.

CALIFORNIA B&P CODE: 17533.6 THIS PRODUCT OR SERVICE HAS NOT BEEN APPROVED OR ENDORSED BY ANY GOVERNMENT AGENCY AND THIS OFFER IS NOT BEING MADE BY AN AGENCY OF THE GOVERNMENT. 39&3001 (D) THIS IS A SALUTATION FOR THE ORDER OF SERVICE. AND NOT A BILL, INVOICE OR STATEMENT DUE. NO OBLIGATION TO MAKE ANY PAYMENTS; UNLESS YOU ACCEPT THIS OFFER.

BY SUBMITTING THE ABOVE CORPORATE INFORMATION TO BOARD OF BUSINESS COMPLIANCE, THE CORPORATION CERTIFIES THE INFORMATION HEREIN INCLUDING ANY ATTACHMENTS IS TRUE AND CORRECT.

SIGNATURE OF OFFICER

TITLE

DATE



**Business Filings Division
Statement of Information
Limited Liability Company**



Control Number: 2A-29855
CA LLC Number: 200906810083
Remit Payment: \$239.00
Due Date: July 15, 2009
(Remit Immediately)

Avoid Penalties, Fines and Suspension

Remit Immediately!

Every Domestic and Registered Foreign Limited Liability Company shall file or cause to be filed a Statement of Information with the California Secretary of State, within 90 days after filing of its original Articles of Organization or Application of Registration, and biennially thereafter during the applicable filing period. The appropriate filing period for a Limited Liability Company is the Calendar month during which its original Articles of Organization or Application of Registration were filed and then immediately preceding five Calendar months. A Limited Liability Company is required to file their Statement of Information even though it may not be actively engaged in business at the time their Statement is due. Changes to information contained in a previously filed Statement can be made by filing a new Statement of Information in its entirety.

Statutory filing provisions are found in California Corporations Code Section 17060, unless otherwise indicated. Failure to file the Statement of Information by the DUE DATE will result in the assessment of a \$250.00 penalty which will be assessed by the California Franchise Tax Board, Corporations Code Sec 17651(b) and 17653; Revenue and Taxation Code Section 19141.
Please Print Clearly! Fill out Form Completely, to Avoid Delays!

LLC Information (Must have CA Address) **Agent Information** (P.O. Box not Allowed, Must be CA Address)

Business Address:		Agent Full Name:	
City, State & Zip:		Address:	
Phone:	Fax:	City & Zip in CA only:	

SCAM

Name and Address of Managers / Members (must name at least one Member / Manager)

Member / Manager Name	Address	City	State	Zip
Member / Manager Name	Address	City	State	Zip
Member / Manager Name	Address	City	State	Zip
Member / Manager Name	Address	City	State	Zip

Business Description:

Failure to comply with the Necessary filing will cause the Entity to be assessed Penalties, Fines and **SUSPENSION**. Should the Entity become **SUSPENDED**, you will not have the right to conduct business, your Entity name could be taken, losing your Corporate Existence will have many negative ramifications.

Make Check Payable to: Business Filings Division

CA B&P CODE SEC 17533.6. THIS PRODUCT OR SERVICE HAS NOT BEEN APPROVED OR ENDORSED BY ANY GOVERNMENT AGENCY, AND THIS OFFER IS NOT BEING MADE BY AN AGENCY OF THE GOVERNMENT. The referenced government agency may be contacted at California Secretary of State, P.O. Box 944228 Sacramento, CA 94244. In submitting this form you give Authorization to BFD to sign and file you statement of officers on your behalf. I, (we) certify that the above is true and correct.

Print Member / Manager Name

Member / Manager Signature