

## INCORPORATION WORKSHEET FOR ORGANIZING A NEW JERSEY NONPROFIT CORPORATION

FAX: 215-977-9386 or 888-977-9386 (OUTSIDE 215 AREA CODE)  
OR CALL: 215-563-8113 or 800-533-8113 (OUTSIDE 215 AREA CODE)

Attorney Name:

Firm Name:

Address:

Phone Number:

FAX # or Email:

(We will FAX or Email the filed Certificate of Incorporation at no additional charge)

Proposed Name of Corporation and Alternate Choices:

Name and Address of Registered Agent (P.O. Box Not Acceptable):

Statement of Purpose:

Will the Corporation Make a 501(c)(3) Election with the I.R.S.?  Yes  No

Will the Corporation Have Members?  Yes  No

Incorporator(s) Name(s) and Address(es):  
or M. BURR KEIM COMPANY to Provide

ORDERS RECEIVED BEFORE 2:00 PM WILL BE  
SUBMITTED FOR FILING THE SAME DAY.

<b>FEE SCHEDULE</b>	
NJ State Expedited Filing Fee	\$90.00
Basic Service Fee	\$100.00*
Name Availability Fee**	\$20.00
Corporate Outfit Approx.	\$75.00
**State name check fee will be \$5 or \$10 higher if we have to use a 2 <sup>nd</sup> or 3 <sup>rd</sup> choice.	

Please send my usual corporate outfit \_\_\_\_\_

Please send corporate outfit # \_\_\_\_\_

Please include membership certificates  
(add \$19.75)

NAME(S) AND ADDRESS(ES) OF INITIAL TRUSTEES - THREE OR MORE
1)
2)
3)
4)

\*If you would like to have us prepare the bylaws and complete the organization minutes (additional \$35.00 fee) please complete this section.

OFFICERS	TRUSTEE: YES OR NO
<b>President:</b>	
<b>Vice President</b>	
<b>Treasurer:</b>	
<b>Secretary:</b>	

If you would like to have us obtain a Federal Employer Identification Number (FEIN) please complete this section (Our fee for this service is \$55.00).

Legal name of the responsible person: _____ Social security number: _____ Street address: _____ City: _____ State: _____ Zip code: _____ Phone #: _____	Does the entity have/expect to have employees who will receive forms W-2 in the next 12 months? <input type="checkbox"/> Yes <input type="checkbox"/> No  <b>If Yes:</b> When will the entity begin paying wages? ____/____ (mm/yr)  Does the entity expect to pay less than \$5,000 in total wages during the next calendar year? <input type="checkbox"/> Yes <input type="checkbox"/> No
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