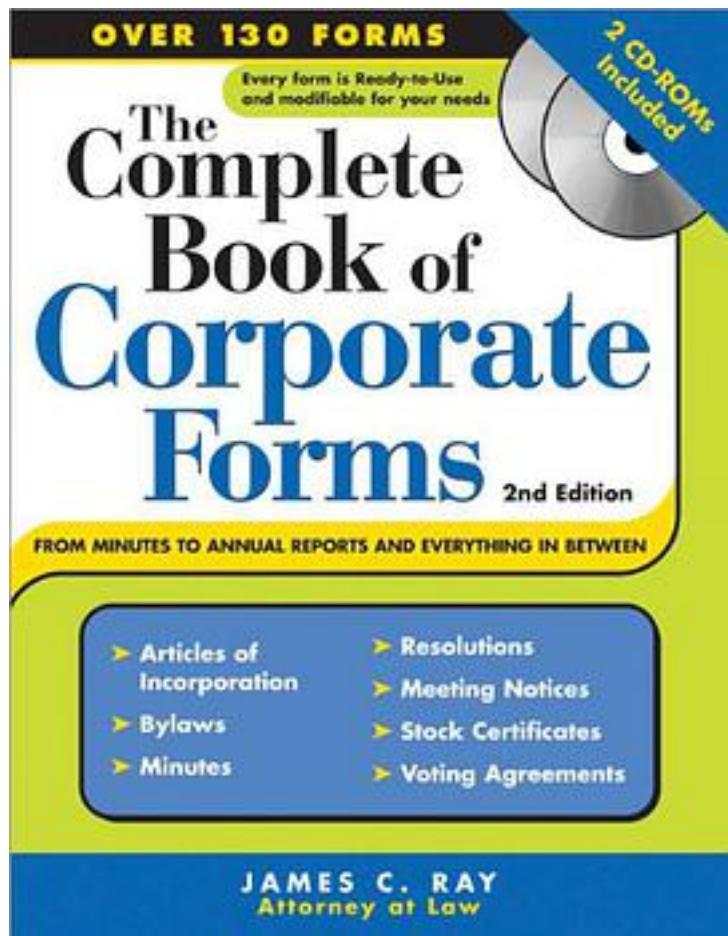


The Complete Book of Corporate Forms



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Every form is Ready-to-Use and modifiable for your needs. Documenting your corporate actions is crucial to ensuring proper compliance with banking and tax regulations, as well as protecting yourself against any personal liability claims. The

Complete Book of Corporate Forms provides you with over 130 common forms every business needs. Complete with step-by-step instructions, sample forms and additional clauses to create forms specific to your situation, you can quickly and confidently respond to any situation that needs attention. Find forms for shareholders, the board of directors and officers, covering: ? resolutions? consents to action ? notices? certifications? proxies? articles of incorporation? bylaws? assumed name? certificate of authority? articles of amendment? issuing stock? stock ledger? shareholders? agreement? declaring dividends? calling special meetings? directors? meetings? minutes of meetings? voting at meetings? actions without meetings? employment agreements? creating committees? nondisclosure agreements? removing a director? changing registered agent? loans to directors? borrowing money? indemnification agreements? property or equipment acquisition The Complete Book of Corporate Forms makes corporate record keeping simple

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