

# New Business Formation Questionnaire

Law Office of David L. Leon, PC  
www.dallasbusinessattorneys.com  
Dallas, Texas

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Please fax the completed form to 214.696.0110

<b>Name of person preparing this form:</b>	<b>Today's Date:</b>
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<b>Section One: What kind of company do you want to form?</b>	
<input type="checkbox"/> Corporation - regular profit	<input type="checkbox"/> Limited Liability Company - member managed
<input type="checkbox"/> Corporation - close	<input type="checkbox"/> Limited Liability Company - manager managed
<input type="checkbox"/> Corporation - Professional	<input type="checkbox"/> Limited Liability Company - professional
<input type="checkbox"/> Corporation - non-profit / not for profit	<input type="checkbox"/> Other type / not sure

<b>Section Two: What is the name of the new business, and the appropriate ending?</b>	
First choice:	(Corp, Inc., PC, LLC, Ltd Co, PLLC)
Second choice:	
Third choice:	

<b>Section Three: What is the purpose of the company? (Check one)</b>	
<input type="checkbox"/> Any lawful business (default)	<input type="checkbox"/> Non-profit (include mission statement)
<input type="checkbox"/> Professional company for the practice of:	<input type="checkbox"/> Other (please list)

<b>Section Four: How do you want to divide the ownership of the company? (Check one)</b>	
<input type="checkbox"/> 1,000 shares/units (default for close corps.)	<input type="checkbox"/> 1,000,000 (default for corporations)
<input type="checkbox"/> 10,000 shares/units (default for LLCs)	<input type="checkbox"/> Other

<b>Section Five: Value of the shares / units of the new entity?</b>	
<input type="checkbox"/> No par value (default)	<input type="checkbox"/> Other value:
<input type="checkbox"/> \$.001 per unit / share	<input type="checkbox"/> Not applicable (non-profit / not for profit)

<b>Section Six: Who shall act as the registered agent?</b> (An agent is required by Texas law, and may be a person or another company. The agent must have a street address, unless the company is in a town of less than 5,000. The agent accepts service of process in case your company is sued. If you need a commercial agent, one is available for an additional fee of \$20 per month, by calendar year.)
Name, address, city, ST and Zip of resident agent:

<b>Section Seven: Directors (you need at least one):</b>
Name, address, city, ST and Zip of director one:
Name, address, city, ST and Zip of director two:
Name, address, city, ST and Zip of director three:

Name, address, city, ST and Zip of director four:		
<b>Section Eight: Officers</b> (You need at least a President and Secretary, who can be the same person)		
Name, address, city, ST and Zip of President:		
Name, address, city, ST and Zip of Vice President:		
Name, address, city, ST and Zip of Secretary:		
Name, address, city, ST and Zip of Treasurer:		
<b>Section Nine: What is the company's address?</b>		
Company address, city, ST and zip		
<b>Section Ten: Ownership information:</b> (a Texas corporation may not conduct business until it has received at least \$1000 in exchange for shares.)		
Name, address and telephone of each owner	Amount of units (LLC) or shares (corporation) owned	Nature and value of payment of units/shares

Additional questions or comments?