



**Bernstein, Shur,  
Sawyer & Nelson, P.A.**  
100 Middle Street  
PO Box 9729  
Portland, ME 04104-5029

T (207) 774-1200  
F (207) 774-1127

July, 2019

Thomas Fata  
The Mandatory Poster Agency, Inc.  
5859 West Saginaw Highway, #343  
Lansing, MI 48917

Re: 2019 Annual Report for The Mandatory Poster Agency, Inc.

Dear Tom:

We have received the enclosed notice from the Secretary of State on your behalf stating that your corporation has not filed its Maine 2019 annual report. You will note that a penalty fee of \$50 is now due in addition to the \$150 filing fee. Your prompt attention to this matter is required in order to avoid further penalties.

Our records indicate that you were originally mailed a report for filing in February, a copy of which is enclosed.

Failure to file the report and pay the filing fees and penalty within 65 days of the date of the Secretary of State's notice will result in revocation of your authority to transact business in Maine. Once revocation has occurred, your entity must reapply for authority to transact business in Maine.

Accordingly, we urge you to take care of these filing requirements promptly.

Sincerely,

Lynne D. Houle

Enclosures



**Department of the Secretary of State**  
*Bureau of Corporations, Elections and Commissions*

Matthew Dunlap  
*Secretary of State*

Julie L. Flynn  
*Deputy Secretary of State*

June 17, 2019

20060718 F  
2191631901889

THE MANDATORY POSTER AGENCY, INC.  
LYNNE D. HOULE, REGISTERED AGENT  
PO BOX 9729  
PORTLAND, ME 04104-5029

**RE: FAILURE TO FILE ANNUAL REPORT - FILE ONLINE TODAY !**

Our records indicate that you have not yet filed your 2019 Annual Report for the year ending December 31, 2018, which was due in our office on or before June 1, 2019, together with the filing fee of \$150.00. We are therefore required by 13-C M.R.S.A. Section 1622 (1) to assess a late filing penalty of \$50.00.

If this office does not receive the Annual Report in proper filing order together with the \$150.00 filing fee and the \$50.00 late filing penalty, within 65 days of the date of this notice, your corporation will be revoked.

You may file your 2019 Annual Report using Annual Reports Online available at [www.SOSonline.org](http://www.SOSonline.org). The filing fee and the late filing penalty may be paid over the Internet with Echeck, Visa, MasterCard, Discover and American Express. As an alternative, if you need to file the paper annual report, you may download the preprinted annual report form by using Paper Annual Reports also available at [www.SOSonline.org](http://www.SOSonline.org).

Both online services will require that you enter the following information:

Charter Number: **20060718 F**

If you have any questions concerning this matter, please contact our office at (207) 624-7752.

Sincerely,

A handwritten signature in cursive script that reads "Cathy Beaudoin".

Cathy Beaudoin  
Director of Corporations, UCC & Commissions

CC: THE MANDATORY POSTER AGENCY, INC.  
5859 WEST SAGINAW HIGHWAY #343  
LANSING, MI 48917



Bernstein, Shur,  
Sawyer & Nelson, P.A.  
100 Middle Street  
PO Box 9729  
Portland, ME 04104-5029

February 2019

T (207) 774-1200  
F (207) 774-1127

Thomas Fata  
The Mandatory Poster Agency, Inc.  
5859 West Saginaw Highway, #343  
Lansing, MI 48917

Re: 2019 Annual Report for **The Mandatory Poster Agency, Inc.** (a foreign profit corporation authorized in Maine)

Dear Tom:

The 2019 Maine annual report for The Mandatory Poster Agency, Inc. is shortly due. The Secretary of State has suggested that annual reports be filed by April 1, 2019, however, the legal deadline for filing is **June 1, 2019**. If the report is not properly filed, after 60 days notice, your authority to do business in Maine will be revoked.

You have two options for filing the report.

1. You can file the report online at [www.informe.org/aro](http://www.informe.org/aro). When filing online, you are required to pay the \$150 filing fee by credit card.

2. You can mail the report directly to the Bureau of Corporations. Do **not** change any information on the original Secretary of State form, since changes can only be made by amendments filed with the Secretary of State. Please complete the report by filling in the required information in items #1, #2 and #3. The form must then be **dated and signed** by an authorized person **at the bottom of the first page**. The report should be mailed by you directly to the address listed on the bottom of the report. You must enclose with the report your **check in the amount of \$150** made payable to the Secretary of State. The Maine Secretary of State also asks that you **list a contact person and telephone number on the second page of the report** so that any problems with your report can be resolved quickly.

If the report is filed late, but before the expiration of the 60 day notice period, a fine of \$50 will be assessed. After revocation if you want to resume doing business in Maine, the entity must reapply for authority to do business.

Whether you file online or mail the report directly to the Bureau of Corporations, please forward a copy of your report as filed to Giselle Paquette or Jill Hazlewood, our Corporate Paralegals. Please do not hesitate to call Ms. Paquette, Ms. Hazlewood or me if you have questions.

Sincerely yours,

Lynne D. Houle

Filing Fee:  
**\$150.00**

Make check payable to:  
**Secretary of State**

Please file by  
**APRIL 1, 2019**

**STATE OF MAINE**  
**2019 ANNUAL REPORT**  
FOR BUSINESS CORPORATIONS ON FILE AS OF  
DECEMBER 31, 2018  
Pursuant to 13-C MRSA §1621.2, the information on the  
report must be current as of the date signed.

**Do not change any preprinted information on this form.**

Filing by April 1, 2019 will allow us to  
provide better service. The legal filing  
deadline is still June 1, 2019. A  
\$50 late filing fee will be assessed if  
the report is late.

DCN Number:

**2190019062067**

Charter Number:

**20060718 F**

THE MANDATORY POSTER AGENCY, INC.  
LYNNE D. HOULE, REGISTERED AGENT  
PO BOX 9729  
PORTLAND, ME 04104-5029

5859 WEST SAGINAW HIGHWAY #343  
LANSING, MI 48917

If you have any questions regarding the completion of this annual report or if the preprinted information on this report form is incorrect, contact the **Reporting & Information Section** at (207) 624-7752. All corporate forms are available on our website at [www.maine.gov/sos/cec/corp](http://www.maine.gov/sos/cec/corp). To file your annual report **online**, go to [www.SOSonline.org](http://www.SOSonline.org) and click on the Interactive Corporate Services link. **Please see reverse side of this form for additional filing instructions.** →→→

1. A brief statement of the character of the business in which the corporation is actually engaged in the State of Maine; if none, so indicate: (13-C MRSA §1621.1.C)

2. Name of each officer: (13-C MRSA §1621.1.F)

Street address of each officer (not P.O. Box):  
(physical location (not P.O. Box) - street, town/city, zip)

Pres: \_\_\_\_\_

\_\_\_\_\_

Treas: \_\_\_\_\_

\_\_\_\_\_

3. Name of all Directors or Shareholders:  
(13-C MRSA §1621.1.G)

Street address of each (not P.O. Box):  
(physical location (not P.O. Box) - street, town/city, zip)

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**THIS PREPRINTED FORM MUST BE USED.** However if more space is needed, please attach additional pages, using one side only. All attachments must contain the name and charter number of the corporation across the top of the page. Each page should be numbered consecutively. List number of pages attached: \_\_\_\_\_.

Dated: \_\_\_\_\_

\_\_\_\_\_

(AUTHORIZED SIGNATURE)

(TYPE OR PRINT NAME AND CAPACITY)

(Execution - 13-C MRSA §121. Penalty for untrue or omitted material facts - 13-C MRSA §131)

## **INSTRUCTIONS FOR COMPLETING THE 2019 ANNUAL REPORT FOR BUSINESS CORPORATIONS**

To file your 2019 Annual Report online, please visit Annual Reports Online at [www.SOSonline.org](http://www.SOSonline.org) and click on the Interactive Corporate Services link.

1. Please provide a **daytime telephone number or e-mail address** and the name of a contact person: \_\_\_\_\_  
In the event that there is a problem with the Annual Report, we will try to contact you to resolve it, rather than returning the report to you for correction.
2. Please provide a current email address to receive future annual report notifications: \_\_\_\_\_.
3. You **may not** change any of the preprinted information. This information about your business corporation must be changed using another form that is available from our office.
4. Please **type** or **print** legibly in ink.
5. Please provide an **original** signature. Faxes, photocopies, and rubber stamps will not be accepted.
6. Please **do not** leave any information blank. If one person serves in more than one capacity for the corporation, please so indicate.
7. Please provide a complete street address. A post office box **will not** be accepted. This is a **legal requirement** since you cannot be physically located at a post office box.
8. Please provide your **charter number** on your check.
9. Before submitting your annual report, together with the proper filing fee, please carefully review it to be sure that you have provided all the information required on the front of this form.

If the annual report is not received in this office by June 1, 2019, there will be a \$50.00 late filing penalty assessed. However, if the annual report is post marked by the United States Postal Service by June 1, 2019, the penalty will not be assessed. The post mark date applies only to the June 1st filing deadline.

### **DOMESTIC BUSINESS CORPORATIONS ONLY:**

If administratively dissolved, a \$150.00 reinstatement fee will be assessed for each year the corporation failed to file an annual report.

### **FOREIGN BUSINESS CORPORATIONS ONLY:**

If revoked, foreign business corporations must file a new application for authority in order to continue to do business in Maine. If revoked, you do not need to file the annual report.