

2019 – ANNUAL REPORT INSTRUCTION FORM

(West Virginia LLCs)

IMPORTANT! FOLLOW INSTRUCTIONS EXACTLY WHEN COMPLETING THIS FORM PLEASE PRINT.

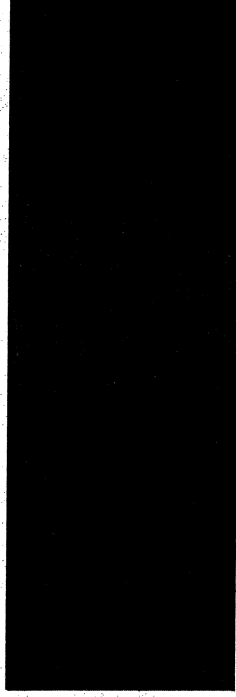
Customer ID Number [REDACTED]

Notice Date [REDACTED]

Sec. of State Control Number [REDACTED]

Formation Date [REDACTED]

Business Address



Please Respond By:

1/11/19

West Virginia laws require every limited liability company authorized to transact business in the State to timely file an annual report every year. If [REDACTED] does not file an annual report, it may be at risk for penalties.

WEST VIRGINIA CODE §31B-2-211: "A limited liability company, and a foreign limited liability company authorized to transact business in this state, shall deliver to the Secretary of State for filing an annual report..."

If the business entity is still in use, Workplace Compliance Services, a private entity, will assist for a fee in the filing of your annual report.

WORKPLACE COMPLIANCE SERVICES IS NOT A GOVERNMENT AGENCY AND DOES NOT HAVE A CONTRACT WITH ANY GOVERNMENTAL AGENCY TO PROVIDE THIS SERVICE.

To utilize this service, follow the steps below. Workplace Compliance Services will not disclose any information about your business to any third-party, including competitors, unless required by law. Mail the completed form with **\$100** in the enclosed envelope. **Please respond today!**

STEP 1. Verify the accuracy of the pre-printed business information. Make any necessary changes and complete any missing information.

Name of Organization [REDACTED]

Incorporation or Qualification Date [REDACTED]

In Which State [REDACTED]

County [REDACTED]

County Code [REDACTED]

Tax ID Number [REDACTED]

Business Class Code [REDACTED]

Business Purpose Code [REDACTED]

Total Number of Employees [REDACTED]

Total Number that are WV residents [REDACTED]

Website Address of the Business [REDACTED]

Principal Office Address [REDACTED]

Principal Mailing Address [REDACTED]

STEP 2. Agent of Process (make changes where necessary)

Agent Name [REDACTED]

☐ Member ☐ Power of Attorney

Agent Address [REDACTED]

*If New Agent, furnish New Agent's signature:

STEP 3. Answer the following questions about your business. If you decline to answer any, simply leave blank.

Is this a minority-owned business?

Is this a woman-owned business?

Do you own or operate more than one business in WV?

If "YES" ... A. How many businesses? [REDACTED] B. Located in how many WV counties? [REDACTED]

Are any employees currently serving or have served in the United States Armed Forces?

If "YES" ... Enter the total number of veterans it employs [REDACTED]

Does the owner of the organization currently serve or has served as a member of the United States Armed Forces?

Are you a metal scrapper?

STEP 4. Is your business manager-managed or member-managed? Provide the managers or members on the reverse.

[REDACTED]

Please Respond By 12/28/2018

2019 – ANNUAL CERTIFICATE INSTRUCTION FORM

(Oklahoma LLCs)

IMPORTANT! FOLLOW INSTRUCTIONS EXACTLY WHEN COMPLETING THIS FORM. PLEASE PRINT.		
Customer ID Number	Notice Date	Filing Number
Business Address		Entity Start Date
		Please Respond By: 12/21/2018

Oklahoma laws require every limited liability company registered to do business in the State to timely file an annual certificate every year. If does not file an annual certificate within 60 days after the due date, it may be at risk for penalties.

OKLAHOMA STATUTE ANN. TIT. 18, §20652.2: "Every domestic limited liability company and every foreign limited liability company registered to do business in this state shall file a certificate each year in the Office of the Secretary of State, which confirms it is an active business and includes its principal place of business address, and shall pay an annual certificate fee of Twenty-five Dollars (\$25.00)."

If the business entity is still in use, Workplace Compliance Services, a private entity, will assist for a fee in the filing of your annual certificate.

WORKPLACE COMPLIANCE SERVICES IS NOT A GOVERNMENT AGENCY AND DOES NOT HAVE A CONTRACT WITH ANY GOVERNMENTAL AGENCY TO PROVIDE THIS SERVICE.

To utilize this service, follow the steps below. Workplace Compliance Services will not disclose any information about your business to any third-party, including competitors, unless required by force of law. Mail the completed form with \$100.00 in the enclosed envelope. **Please respond today!**

STEP 1. Verify the accuracy of the pre-printed business information. Make any necessary changes and complete any missing information.		
Type of Business	Formation Date	Filing Year
LLC		2019
Street Address of principal place of business (NOT a P.O. Box)		
Email address of primary contact for the LLC		
Is the LLC currently an active business? ☐ Yes ☐ No		

STEP 2. Provide the name, title and address of each Director and Officer.	
Name	Title
Address	
Name	Title
Address	
Name	Title
Address	
Name	Title
Address	

STEP 3. PAYMENT INFORMATION Complete payment to file your annual certificate.	
\$25 – State Fee + \$75 – Processing Fee \$100 – TOTAL	Please make your check payable to: WORKPLACE COMPLIANCE SERVICES 2410 W. Memorial Road, Ste. C #339 Oklahoma City, OK 73134

STEP 4. I authorize an electronic signature on behalf of the limited liability company. I understand that Workplace Compliance Services is not a government agency and is not providing legal advice.	
Signature (to be signed by an officer or registered agent) *REQUIRED*	
Print Name Clearly	
Email	Phone
	Date

© WORKPLACE COMPLIANCE SERVICES for office use only ND: 11/20/2018 CID: **Please Respond By 12/21/2018**

2019 – ANNUAL REPORT INSTRUCTION FORM

(Florida LLCs)

IMPORTANT! FOLLOW INSTRUCTIONS EXACTLY WHEN COMPLETING THIS FORM. PLEASE PRINT.			
Customer ID Number [REDACTED]	Notice Date 11/30/2018	Document Number [REDACTED]	Formation Date 7/24/2014
Business Address [REDACTED]			
			
Please Respond By: 12/28/2018			

Florida laws require every limited liability company authorized to transact business in the State to timely file an annual report every year. If [REDACTED] does not file an annual report in the applicable filing period, you may be at risk for penalties and fines.

FLA. STAT. ANN. § 605.0212(1): "A limited liability company or a registered foreign limited liability company shall deliver to the department for filing an annual report..."

If the business entity is still in use, Workplace Compliance Services, a private entity, will assist for a fee in the filing of your annual report.

WORKPLACE COMPLIANCE SERVICES IS NOT A GOVERNMENT AGENCY AND DOES NOT HAVE A CONTRACT WITH ANY GOVERNMENTAL AGENCY TO PROVIDE THIS SERVICE.

To utilize this service, follow the steps below. Workplace Compliance Services will not disclose any information about your business to any third-party, including competitors, unless required by law. Mail the completed form with \$199 in the enclosed envelope. **Please respond today!**

STEP 1. Verify the accuracy of the pre-printed business information. Make any necessary changes and complete any missing information.		
FEI / EIN Number [REDACTED]	Formation Date [REDACTED]	Filing Year [REDACTED]
Main Business or Headquarters Address [REDACTED]		

STEP 2. Provide the name, title and address of each director and officer.	
Name [REDACTED]	Title [REDACTED]
Address [REDACTED]	
Name [REDACTED]	Title [REDACTED]
Address [REDACTED]	
Name [REDACTED]	Title [REDACTED]
Address [REDACTED]	
Name [REDACTED]	Title [REDACTED]
Address [REDACTED]	

STEP 3. Registered Agent (make changes where necessary)	
Registered Agent Name [REDACTED]	
Registered Agent Address [REDACTED]	

2019 – ANNUAL REPORT INSTRUCTION FORM

IMPORTANT! FOLLOW INSTRUCTIONS EXACTLY WHEN COMPLETING THIS FORM. PLEASE PRINT.			
Customer ID Number 00000000000000000000	Notice Date 11/9/2018	Business ID Number 00000000000000000000	Entity Start Date 01/01/2018
Business Address			
6180-1815*****ALTO**MEXCOAADC318 			
			Please Respond By: 12/14/2018

Connecticut laws require every limited liability company authorized to transact business in the State to timely file an annual report every year. Records indicate [REDACTED] has not filed an annual report in 1 year(s). If the entity does not file an annual report, it may be in default and administratively dissolved.

CONNECTICUT GENERAL STATUTES § 34-247k: "(a) A limited liability company or a registered foreign limited liability company shall deliver to the Secretary of State by electronic transmission an annual report."

If the business entity is still in use, Workplace Compliance Services, a private entity, will assist for a fee in the filing of your annual report. WORKPLACE COMPLIANCE SERVICES IS NOT A GOVERNMENT AGENCY AND DOES NOT HAVE A CONTRACT WITH A GOVERNMENTAL AGENCY TO PROVIDE THIS SERVICE.

To utilize this service, follow the steps below. Workplace Compliance Services will not disclose any information about your business to any third-party, including competitors, unless required by force of law. Mail the completed form with \$95 in the enclosed envelope. Please respond today!

STEP 1. Verify the accuracy of the pre-printed business information. Make any necessary changes and complete any missing information.

Mailing Address	
Principal Address	

STEP 2. Provide the name, title and addresses of the principal(s) of the business.

Business Address _____

Residence Address	Principal Name	Title
[REDACTED]	[REDACTED]	[REDACTED]

Business Address
Residence Address

Principal Name		Title

Business Address _____
 Residence Address _____

Principal Name	Title
Business Address	

Residence Address _____

STEP 3. PAYMENT INFORMATION Complete payment to file your annual report.

\$20	— State Fee	Please make your check payable to:	Further assistance:
+	\$75	— Processing Fee	Call (877) 770-3555
		WORKPLACE COMPLIANCE SERVICES	
		1022 Boulevard #248	
		\$95 — TOTAL	

STEP 4. I authorize an electronic signature on behalf of the limited liability company, understand that Workplace Compliance Services is not a government agency and is not providing legal advice.

Signature (to be signed by an officer or registered agent) **REQUIRED**	Capacity/Title
Date	Date

Print Name	Glenn
Email Address	
Phone	
License	

for office use only

ND: 11/9/2018	CID: XXXXXXXXXX
---------------	----------------------------

WORKPLACE COMPLIANCE SERVICES

Please Respond By 12/14/2018



BBB News Release

For more information or to schedule an interview, contact:

Timothy Caminos | Director of Communications
808-628-3912 • tcaminos@hawaii.bbb.org

BBB ALERT: BUSINESS COMPLIANCE SOLICITATIONS

Honolulu (February 26, 2015) – Hawaii's Better Business Bureau® (BBB) and the Business Registration Division of the Department of Commerce and Consumer Affairs (DCCA) want to warn local businesses about solicitations being sent out by Annual Business Services, a Florida based company with 27 complaints and a BBB rating of F.

Annual Business Services has been sending mailings to a number of businesses in Hawaii, urging them to fill out an included form and to send Annual Business Services \$125 to process the form. The mailings cite Hawaii statutes and appear so "official" that a number of Hawaii businesses have already mistaken them as official state notices..

Even though the company is located in Florida, the solicitation lists a return address of:

1050 Bishop St., Ste. 167
Honolulu, HI. 96813

The address is a local mail box drop. The local address along with the form and content of its mailings have caused confusion that the mailing is an official correspondence from the State of Hawaii, when, in fact, it is not.

We are alerting the public to be wary of the Annual Business Services solicitations. The mailings are confusing in form, tone and information. The company is also not legally transacting business in the State since it has not registered with the Business Registration Division at the DCCA or the Hawaii Department of Taxation.

"They are targeting newly registered LLCs who may not be aware of the rules they need to follow," Said Gregory D. Dunn, CEO of Hawaii's BBB. *"We are encouraging businesses to read solicitations carefully to determine if they are from a government agency and require a response."*

When reading the fine print, there are subtle variations of language that state Annual Business Services is not a government agency. Some solicitations do not include headings that appear to come from the state, but they include details about the entity, officers and directors and warnings about penalties and fines that could lead the recipient to believe they are official.

"We want to dispel the confusion. The State requires corporations, partnerships and LLCs to file only annual reports, never minutes," said Tung Chan, the head of the state's Business Registration Division. "In addition, annual filings in Hawaii are actually very easy and inexpensive to do directly with the State. Hawaii has one of the best online business filing sites in the country. If you have your file number, you can renew your annual filing in under 5 minutes and it costs \$15, not \$125."

The state's Business Registration Division does not send out mailings promoting the services of Annual Business Services or any other independent third-party filer. Businesses can send annual filings to the Business Registration Division via postal mail or through the [online government portal at hbe.ehawaii.gov/annuals](http://hbe.ehawaii.gov/annuals).

If you are ever unsure about the legitimacy of a notice you receive regarding business filings, we strongly encourage you to check with BBB and the state's Business Registration Division before responding to the notice. If your business has been misled by Annual Business Services, you can file a complaint with Hawaii's BBB at bbb.org or call 808.536.6956.

For more than 100 years, Better Business Bureau has been helping people find businesses, brands and charities they can trust. In 2013, people turned to BBB more than 132 million times for BBB Business Reviews on more than 4.5 million businesses and Charity Reports on 11,000 charities, all available for free at bbb.org. The Council of Better Business Bureaus is the umbrella organization for 112 local, independent BBBs across North America, as well as home to its national programs on dispute resolution, advertising review, and industry self-regulation

##

Media Contact:

Timothy Caminos
Hawaii's BBB
808.628.3912
tcaminos@hawaii.bbb.org

Tung Chan
Business Registration Division, Chief
Department of Commerce & Consumer Affairs
808.586.2744

2018 - ANNUAL REPORT INSTRUCTION FORM

(Oregon LLCs)

IMPORTANT! FOLLOW INSTRUCTIONS EXACTLY WHEN COMPLETING THIS FORM. PLEASE PRINT.

Customer ID Number

Notice Date

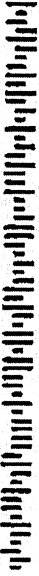
Registry Number

Date of Organization

Business Address

16-114180-*****ALL EOR AARC 970

F25861530



Please Respond By:

SEP. 28, 2018

Oregon laws require limited liability companies registered to do business in the State to timely file an annual report every year. [redacted] does not file an annual report within 45 days after the due date, it may be at risk for penalties.

OREGON REVISED STATUTES § 63.787: "A domestic limited liability company, and a foreign limited liability company authorized to transact business in this state, shall by the limited liability company's anniversary deliver to the office of the Secretary of State for filing an annual report..."

If the business entity is still in use, Workplace Compliance Services, a private entity, will assist for a fee in the filing of your annual report.

WORKPLACE COMPLIANCE SERVICES IS NOT A GOVERNMENT AGENCY AND DOES NOT HAVE A CONTRACT WITH ANY GOVERNMENTAL AGENCY TO PROVIDE THIS SERVICE.

To utilize this service, follow the steps below. Workplace Compliance Services will not disclose any information about your business to any third-party, including competitors, unless required by force of law. Mail the completed form with \$175.00 in the enclosed envelope. **Please respond today!**

STEP 1. Verify the correctness of the pre-printed business information. Make any necessary changes and complete any missing information.

Name of Domestic Limited Liability Company

LLC State ID

Principal Place of Business

Jurisdiction

OREGON

Mailing Address

STEP 2. Registered Agent (if applicable)

Registered Agent Name

Registered Agent is an...

☒ Individual ☐ Entity of Record (registered in OR)

Registered Agent Address (cannot be a PO Box)

Registry Number

STEP 3. Provide the names and addresses of all managers (if LLC is manager-managed) or of at least one member (if LLC is member-managed). Attach an additional sheet if necessary.

Manager or Managing Member Name

Are they a Member or Manager?

☒ Member ☐ Manager

Manager or Managing Member Address

Manager or Managing Member Name

Are they a Member or Manager?

☐ Member ☐ Manager

Manager or Managing Member Address

Manager or Managing Member Name

Are they a Member or Manager?

☐ Member ☐ Manager

Manager or Managing Member Address

[*]

STEP 4, PAYMENT INFORMATION Complete payment to file your Annual List of Managers and Members.

\$100 - State Fee
 + \$75 - Processing Fee
\$175 - TOTAL

Please make your check payable to:
WORKPLACE COMPLIANCE SERVICES
 2755 Commercial St. SE, Ste. 101-280
 Salem, OR 97302

Further assistance:
 Call (877) 770-3555

Service cannot be completed unless your completed form is accepted by Workplace Compliance Services. You will be informed of acceptance by return mail.

STEP 5: I authorize an electronic signature on behalf of the above-named LLC and understand that Workplace Compliance Services is not a government agency and is not providing legal advice. I verify that the information provided is current and accurate as of today's date.

Signature (to be signed by a manager, managing member or other authorized member) **REQUIRED**

Print Name Clearly

Email **REQUIRED**

Phone

Date

© WORKPLACE COMPLIANCE SERVICES

for office
use only

ND: 8/31/2018 CID: F258861530

Please Respond By SEP. 28, 2018

2019 - ANNUAL REPORT INSTRUCTION FORM

(Maine LLCs)

IMPORTANT! FOLLOW INSTRUCTIONS EXACTLY WHEN COMPLETING THIS FORM. PLEASE PRINT.

Client ID Number	Notice Date	Charter Number	Entity Start Date
	11/30/2018		

Business Address


<http://www.maine.gov/business>

Please Respond By:

12/28/2018

Maine laws require every limited liability company authorized to transact business in the State to timely file an annual report every year. If you do not file an annual report, you may be at risk for penalties and fines.

MAINE REVISED STATUTES ANNOTATED § 1665: "Each year each limited liability company authorized to conduct business in this State shall deliver to the office of the Secretary of State for filing an annual report."

If the business entity is still in use, Workplace Compliance Services, a private entity, will assist for a fee in the filing of your annual report.

WORKPLACE COMPLIANCE SERVICES IS NOT A GOVERNMENT AGENCY AND DOES NOT HAVE A CONTRACT WITH ANY GOVERNMENTAL AGENCY TO PROVIDE THIS SERVICE.

To utilize this service, follow the steps below. Workplace Compliance Services will not disclose any information about your business to any third-party, including competitors, unless required by force of law. Mail the completed form with \$160 in the enclosed envelope. **Please respond today!**

STEP 1: Verify the accuracy of the pre-printed business information. Make any necessary changes and complete any missing information.

Type of Business	DCN Number	Formation Date	Filing Year
LLC			2019

Main Business or Headquarters Address

STEP 2: Provide a brief statement of the character of the business in which the limited liability company is actually engaged in the State of Maine, if none, so indicate.

STEP 3: Provide the name and address of at least one person who is a member, manager or other authorized person of the limited liability company.

Name	Title
Address (no P.O. Box)	
Name	Title
Address (no P.O. Box)	
Name	Title
Address (no P.O. Box)	

STEP 4: Registered Agent. (make changes where necessary)

Registered Agent Name
Registered Agent Address

STEP 5. PAYMENT INFORMATION. Complete payment to file your annual report.

\$85 - State Fee
 + \$75 - Processing Fee
\$160 - TOTAL

Please make your check payable to:
 WORKPLACE COMPLIANCE SERVICES
 126 Western Ave. #331
 Augusta, ME 04330
 Further assistance:
 Call (877) 770-3555

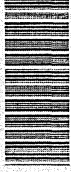
STEP 6: I authorize an electronic signature on behalf of the above-mentioned LLC. I understand that Workplace Compliance Services is not a government agency and is not providing legal advice.

Signature "REQUIRED"	Print Name Clearly
Email	Phone
	Date

© WORKPLACE COMPLIANCE SERVICES for office use only ND: 11/30/2018 CID: Please Respond By 12/28/2018

2018 – BIENNIAL STATEMENT INSTRUCTION FORM

(New York LLCs)

IMPORTANT! FOLLOW INSTRUCTIONS EXACTLY WHEN COMPLETING THIS FORM. PLEASE PRINT.		
Customer ID Number	Notice Date 9/24/2018	DOS ID Number -----
Business Address		Formation Date 11/30/2010
		Please Respond By: 10/19/2018

New York laws require limited liability companies registered to do business in the State to timely file a biennial statement every two years. If does not file a biennial statement within 60 days after the due date, it may be prevented from completing certain business transactions.

LLCL § 301(e): Unless the commissioner of taxation and finance and the secretary of state have otherwise agreed with the LLC, every limited liability company subject to the NY Limited Liability Law is required to biennially file a prescribed statement with the Dept. of State in the calendar month during which the LLC's articles of organization or application for authority were filed, or effective date thereof if stated.

If the business entity is still in use, Workplace Compliance Services, a private entity, will assist for a fee in the filing of your biennial statement.

WORKPLACE COMPLIANCE SERVICES IS NOT A GOVERNMENT AGENCY AND DOES NOT HAVE A CONTRACT WITH ANY GOVERNMENTAL AGENCY TO PROVIDE THIS SERVICE.

To utilize this service, follow the steps below. Workplace Compliance Services will not disclose any information about your business to any third-party, including competitors, unless required by force of law. Mail the completed form with \$90 in the enclosed envelope. **Please respond today!**

STEP 1. Verify the correctness of the pre-printed business information. Make any necessary changes and complete any missing information.

LLC Name		DOS ID Number
Formation Date 11/30/2010	Nature of Business (optional)	Filing Year 2018

STEP 2. Service of Process information (if applicable)

Service of Process Name

Service of Process Address **REQUIRED** (Must be in U.S. or territories)

STEP 3. PAYMENT INFORMATION Complete payment to file your biennial statement.

☐ **CHECK ENCLOSED FOR \$90**

Please make your check payable to:
WORKPLACE COMPLIANCE SERVICES
 1843 Central Avenue #142
 Albany, NY 12205

Further assistance:
 Call (877) 770-3555

STEP 4. I authorize an electronic signature on behalf of the above-named LLC and understand that Workplace Compliance Services is not a government agency and is not providing legal advice.

Signature (to be signed by an authorized member/manager) **REQUIRED**		Print Name Clearly
Email	Phone	Date

© WORKPLACE COMPLIANCE SERVICES

for office use only
 ND: 9/24/2018 CID:

Please Respond By 10/19/2018

Connecticut LLCs report receiving 'annual report fee' scam

BY TRUCKERS NEWS STAFF

JANUARY 19, 2019



A scam in Connecticut is targeting the owners of limited liability companies or LLCs. Many trucking companies and owner-operators are organized as LLCs.

Some LLC owners in the state have reported receiving a form demanding a "\$110 annual report fee" relating to a "2018 – Annual Report Instruction Form (Connecticut LLCs)." The fraudulent form is designed to look like an actual Connecticut state tax form, according to an alert from the Connecticut Society of Certified Public Accountants (CTCPA).

The scam form claims to be from "Workplace Compliance Services," with a listed address of Hartford, and is reportedly being received as a hard copy in the mail. CTCPA advises that no payments should be made to "Workplace Compliance Services." Any LLC business owner in Connecticut who receives this scam is asked to **report it to the state Office of the Attorney General.**

State offices are currently investigating the scam.

According to the Federal Trade Commission (FTC), it is common for scammers to pose as government officials or businesses. The FTC warns that you should not send money or provide personal information in response to an unexpected request, regardless of if you receive it by letter, email, text, or phone call. You can also sign up for scam alerts on the [FTC site](#).



2018 – ANNUAL REPORT INSTRUCTION FORM

(Hawaii Businesses)

IMPORTANT! FOLLOW INSTRUCTIONS EXACTLY WHEN COMPLETING THIS FORM. PLEASE PRINT.

Customer ID Number	Notice Date	Entity File Number	Entity Start Date

Business Address



Please Respond By:
05/11/2018

Hawaii laws require every limited liability company authorized to transact business in the State to timely file an annual report every year. If [redacted] does not file an annual report, you may be at risk for penalties.

HAWAII REVISED STATUTE §428-210: "Each limited liability company... authorized to transact business in this State shall deliver to the director for filing an annual report..."

If the business entity is registered in Hawaii, Workplace Compliance Services, a private entity, will assist for a fee in the filing of your annual report.

WORKPLACE COMPLIANCE SERVICES IS NOT A GOVERNMENT AGENCY AND DOES NOT HAVE A CONTRACT WITH ANY GOVERNMENTAL AGENCY TO PROVIDE THIS SERVICE.

To utilize this service, follow the steps below. Workplace Compliance Services will not disclose any information about your business to any third-party, including competitors, unless required by force of law. Mail the completed form with \$100 in the enclosed envelope. **Please respond today!**

STEP 1. Verify the correctness of the pre-printed business information. Make any necessary changes and complete any missing information.

LLC Name			
Business Address			
Formation Date	State in which LLC was Organized	Nature of Business (optional)	Title

STEP 2. Registered Agent (make changes where necessary)

Registered Agent Name	
Registered Agent Address	

STEP 3. Answer the following about your LLC's management.

Is the company manager-managed or member-managed?	If the company is manager-managed, state the total number of members here

STEP 4. Managers or members are: [Must state the names and business addresses of all managers (if manager-managed) or the names and addresses of all members (if member-managed)]. Attach an extra sheet if necessary.

Name	Title
Address	
Name	Title
Address	
Name	Title
Address	

STEP 5. PAYMENT INFORMATION Complete payment to file your annual report.

\$25 – State Fee
+ \$75 – Processing Fee
\$100 – TOTAL

Please make your check payable to:
WORKPLACE COMPLIANCE SERVICES
4348 Waialae Ave. #700
Honolulu, HI 96816

Further assistance:
Call (877) 770-3555

STEP 6. Authorization and Contact Information [to be signed by an authorized manager of a manager-managed company, member of a member-managed company, fiduciary (if company is in the hands of a receiver, trustee or other court-appointed fiduciary) or attorney-in-fact.] I authorize an electronic signature on my behalf and understand that Workplace Compliance Services is not a government agency and is not providing legal advice.

Signature "REQUIRED"	Print Name Clearly
Email	Phone
	Date

© WORKPLACE COMPLIANCE SERVICES

for office use only

ND: 4/18/2018 CID: F14362581

Please Respond By 05/11/2018