

Incorporation Worksheet

Wagner Law Firm, PC

Corporation	
Name of Corporation	Address
Telephone Number	Fax Number
E-Mail:	
Name of Registered Agent <input type="checkbox"/> WLF	Registered Agent is a(n) <input type="checkbox"/> Individual <input type="checkbox"/> Corporation If individual, SSN:
Name and Address of each Incorporator. All incorporators must sign the Articles of Incorporation. If you are going to have a number of shareholders, it is usually more convenient to have one or two incorporators.	

Shareholders
Are the Shareholders the same as the Incorporators? <input type="checkbox"/> Yes <input type="checkbox"/> No
If No, the Name and Address of each additional Shareholder

Directors & Officers			
Title	Name	Address	SSN
<input type="checkbox"/> Dir <input type="checkbox"/> Pres <input type="checkbox"/> VP <input type="checkbox"/> Sec <input type="checkbox"/> Treas <input type="checkbox"/> S/H			
<input type="checkbox"/> Dir <input type="checkbox"/> Pres <input type="checkbox"/> VP <input type="checkbox"/> Sec <input type="checkbox"/> Treas <input type="checkbox"/> S/H			
<input type="checkbox"/> Dir <input type="checkbox"/> Pres <input type="checkbox"/> VP <input type="checkbox"/> Sec <input type="checkbox"/> Treas <input type="checkbox"/> S/H			
<input type="checkbox"/> Dir <input type="checkbox"/> Pres <input type="checkbox"/> VP <input type="checkbox"/> Sec <input type="checkbox"/> Treas <input type="checkbox"/> S/H			
<input type="checkbox"/> Dir <input type="checkbox"/> Pres <input type="checkbox"/> VP <input type="checkbox"/> Sec <input type="checkbox"/> Treas <input type="checkbox"/> S/H			

Other			
Purpose	<input type="checkbox"/> Any lawful purpose; If PC: <input type="checkbox"/> Law <input type="checkbox"/> Medicine <input type="checkbox"/> Other <input type="checkbox"/> Other (Specify)		
Miscellaneous	<input type="checkbox"/> Pre-emptive rights <input type="checkbox"/> Cumulative Voting <input type="checkbox"/> Transactions with interested directors <input type="checkbox"/> S Corporation <input type="checkbox"/> §1244 Stock <input type="checkbox"/> Stock becomes nonvoting when it passes to heirs or beneficiaries of will or trust		
Capital	<input type="checkbox"/> 50,000 shares of common stock with \$1 par value <input type="checkbox"/> Other (specify).		
Bank	Name; City	Person(s) Auth. to Sign Checks	Person(s) Auth. to Obtain Loans
Accountant	Fiscal Year		

Other

Vote to Amend	Articles: <input type="checkbox"/> Majority <input type="checkbox"/> 2/3 <input type="checkbox"/> 3/4 <input type="checkbox"/> _____	Bylaws: <input type="checkbox"/> Majority <input type="checkbox"/> 2/3 <input type="checkbox"/> 3/4 <input type="checkbox"/> _____
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Property

Generally, when you incorporate and, at the time of incorporation, transfer assets into the corporation, it is a tax-free exchange under section 351 of the Tax Code. Unless you otherwise specify, you will be issued stock in a dollar amount equal to the fair market value (FMV) of the asset you are transferring in. Your basis in such stock shall be the same basis you had in such asset prior to the transfer.

Person Transferring Property	Description of Property	FMV	Incorporator's Basis

Office Use Only

Atty:	<input type="checkbox"/> SS-4	<input type="checkbox"/> Reg. Agent	<input type="checkbox"/> Annual Fee	Buy-Sell: <input type="checkbox"/> None	<input type="checkbox"/> Cross	<input type="checkbox"/> Redemption	<input type="checkbox"/> Hybrid
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