

Annual Report for fiscal year _____ (enter the CURRENT calendar year) for Corporations, Limited Partnerships, Voluntary Associations, and/or Business Trusts (per WV Code 59-1-2a)

Important Note: This form is a public document. Please DO NOT provide any personal identifiable information on this form such as social security numbers, bank account numbers, credit card numbers, or driver's license numbers.

1. Name of the Organization: _____

2. Incorporation or Qualification Date: _____ In which state: _____

3. Tax ID #: _____ County: _____ County Code*: _____ Business Class Code*: _____

*If you do not know the codes, you may leave the above sections blank.

4. Principal Office Address: Address 1: _____ Address 2: _____ City: _____ State: _____ Zip Code: _____

5. Principal Mailing Address: Address 1: _____ Address 2: _____ City: _____ State: _____ Zip Code: _____

6. Name and Mailing Address of person (agent) to whom notice of legal process may be sent, if any: Name: _____ Address 1: _____ Address 2: _____ City: _____ State: _____ Zip Code: _____

*If new agent, furnish new agent's signature: _____

7. Business E-mail Address where business correspondence may be sent: _____

8. Website address of the business, if any (ex: yourdomainname.com): _____

9. Total number of employees: _____

10. Total number of West Virginia residents: _____

11. Is this a minority owned business? [] Yes [] No [] Decline to answer

12. Is this a woman owned business? [] Yes [] No [] Decline to answer

13. Do you own or operate more than one business in West Virginia? [] Yes * Answer a. and b. below. [] No [] Decline to answer

If "Yes"... a. How many businesses? _____ b. Located in how many West Virginia counties? _____

14. Veteran Employees and Veteran Owner Information: a. Does your organization employ individuals who are United States Armed Forces veterans? [] Yes* [] No [] Decline to answer

* If "Yes," enter the total number of veterans it employs. _____

b. Is(Are) the owner(s) of the organization a United States Armed Forces veteran(s)? [] Yes [] No [] Decline to answer

15. List names and addresses of the entity's parent company, if any. Also, list each entity's subsidiaries that are licensed to do business in WV. Please check whether each name is a Parent or a Subsidiary by checking the appropriate box next to the appropriate letter ("P" for Parent, "S" for Subsidiary) for each line. Attach additional sheet if necessary.

Table with 2 columns: Organization Name, Mailing Address. Rows include checkboxes for P (Parent) and S (Subsidiary).

**West Virginia Secretary of State Annual Report for Corporations, Limited Partnerships,
Voluntary Associations, and/or Business Trusts**

Rev. 9/12/2018

16. **Officer/Partner/Member Information:** List the name and address of each officer/partner/member having authority to sign filings (attach additional pages if necessary):

| <u>Officer Title</u> | <u>Officer Name</u> | <u>No. & Street Address</u> | <u>City</u> | <u>State</u> | <u>Zip Code</u> |
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17. **REPORT MUST BE SIGNED** for the organization by a(an): (1) **officer** of a Corporation, (2) **general partner** of a Limited Partnership (3) **member or officer** of a Voluntary Association or Business Trust.

Signature: _____ Date: _____
 Title/Capacity of signer: _____ Phone: _____

FILING FEE: If paid by **JULY 1** deadline **\$25**
 If paid **after JULY 1** deadline . . . **\$75** for **Profit** entity (includes **\$50 late fee**)
\$50 for **Non-Profit** entity (includes **\$25 late fee**)

MAKE CHECK, MONEY ORDER, OR CASHIER'S CHECK PAYABLE TO: West Virginia Secretary of State

MAIL COMPLETED REPORT AND PAYMENT TO ONE OF THE BUSINESS CENTERS BELOW:

| | | |
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| <u>Charleston Office</u> One-Stop Business Center 1615 Washington Street East Charleston, WV 25311 Phone: (304) 558-8000 Fax: (304) 558-8381 Hours: Mon. - Fri. 8:30a - 5:00p EST | <u>Clarksburg Office</u> North Central WV Business Center 200 West Main Street Clarksburg, WV 26301 Phone: (304) 367-2775 Fax: (304) 627-2243 Hours: Mon. -Fri. 9:00a - 5:00p EST | <u>Martinsburg Office</u> Eastern Panhandle Business Center 229 E. Martin Street Martinsburg, WV 25401 Phone: (304) 356-2654 Fax: (304) 260-4360 Hours: Mon. - Fri. 9:00a - 5:00p EST |
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