

LLC Intake Form

****Please include the documents that you received from the State when you formed your LLC**

- Preferred name of entity (Must have "LLC" or "Limited Liability Company" in the name):

1. _____
2. _____
3. _____

- Member-managed / Manager-managed (circle one)

- Name & address of initial members & managers:

- | | |
|--|--|
| <input type="radio"/> Member / Manager | <input type="radio"/> Member / Manager |
| Name: _____ | Name: _____ |
| Address: _____ | Address: _____ |
| _____ | _____ |
| <input type="radio"/> Member / Manager | <input type="radio"/> Member / Manager |
| Name: _____ | Name: _____ |
| Address: _____ | Address: _____ |
| _____ | _____ |

- Name and address of registered agent (must be Texas resident):

- Name: _____
- Address: _____
- _____

- Address of primary office (Must be a physical location in Texas; no P.O. boxes)

Address: _____

- Ownership interest division:

- _____
- _____
- _____
- _____
- Total: _____ 100%

- Initial capital contributions

- \$ _____
- \$ _____
- \$ _____
- \$ _____

- If there will be a split of voting/non-voting membership interests, list the voting and non-voting members.

- | | |
|---|---|
| <input type="radio"/> Voting Member | <input type="radio"/> Voting Member |
| Name: _____ | Name: _____ |
| Address: _____ | Address: _____ |
| _____ | _____ |
| <input type="radio"/> Non-Voting Member | <input type="radio"/> Non-Voting Member |
| Name: _____ | Name: _____ |
| Address: _____ | Address: _____ |
| _____ | _____ |

