



# ANNUAL

## BUSINESS MAINTENANCE PLAN

**JESSON** || **RAINS** PLLC

Estate Planning, Business & Construction Attorneys

WHILE YOU BUILD, WE PROTECT®



## Annual Business Maintenance Plan

- Listed as Registered Agent on North Carolina Secretary of State ("SOS") Paperwork
  - Sign for service of process on behalf of the business
  - Sort all correspondence received on behalf of the business, discarding scam and junk mail, and scanning (or mailing) all important correspondence to client.
- Complete and submit Annual Report to the North Carolina SOS
- Provide form annual meeting minutes and resolution(s) if needed
- Complete and submit additional filings with the North Carolina SOS at request of client at no charge (SOS filing fees not included)
- Complete and submit certificates of assumed names (recording fees not included)
- Report initial beneficial ownership information to the U.S. Treasury Financial Crimes Enforcement Network and all subsequent changes thereto
- Assistance with annual privilege license (taxes and fees not included)
- Unlimited notary services in our office at no charge
- Ten Percent (10%) discount off any other legal services
- Quarterly telephone reviews

**PRICE: \$1,475.00 / YR**



## VIB (Very Important Business) Package

All of the above, but instead of quarterly telephone reviews, you get unlimited access to an attorney and 20% off any other legal services.

PRICE: \$5,000.00 / YR

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