

DISTRICT REGISTERED AGENT SERVICES, INC.

1025 Connecticut Avenue, NW Suite 615

Washington, DC 20036

(202) 969-8223

www.districtregisteredagent.com

info@districtregisteredagent.com

CLIENT INTAKE FORM

Please provide all applicable and available information.

Full Name of Business _____

Trade Name/Doing Business As Name, if any _____

Type of Business/Reason You Need an Agent _____

Name of Contact: _____

Mailing Address _____

Email Address _____

Phone Number(s) _____

Fax Number _____

Alternate Contact Person _____

Alternate Contact Person's Phone Number _____

Alternate Contact Person's Email Address _____

Other Contact Information/Notes/Requests _____

You may mail a check to make your payment or pay via credit/debit card on our website, www.districtregisteredagent.com

Our services are limited to: 1) completing and/or executing documents or relevant portions of documents that you provide to us or to which you direct us, to the extent that those documents or applicable portions of those documents are associated with Washington, DC registered/resident/general agent services; and 2) forwarding correspondence we receive as your registered/resident/general agent, including service of process and government notices, to you. You are therefore responsible for determining what documents are to be submitted by your business to the government, what information to include on those documents and what the relevant filing or other fees are. In addition, you must keep us informed of any changes to your contact information so that we can locate you if we need to forward correspondence to you.

We do not provide legal advice, nor do we review any of your submissions or other filings to the government or another party.

I understand and agree to the conditions listed above

Signature

Date