

LIMITED LIABILITY COMPANY
INFORMATION ORGANIZER

(SINGLE MEMBER LLC)

(Also use for Married Couple who jointly hold a single member interest)



1400 W. Benson Blvd., Suite 370
Anchorage, AK 99503
907-258-3224 phone
907-258-3229 fax
info@durrell.com
www.durrell.com

**INFORMATION FOR ORGANIZING
LIMITED LIABILITY COMPANY**

General Information:

Name of LLC: _____

Contact Person: _____

Mailing Address: _____

Phone: _____

Fax number: _____

E-Mail Address: _____

Applications/Registrations:

CPA DLG Client

_____ _____ _____ Federal EIN Application (social security number of member _____ - _____ - _____)

_____ _____ _____ Alaska Business License Application*

(For each item identify who will be responsible for the application or registration.)

*Client will be responsible for obtaining any necessary occupational license(s).

**Client will be responsible for filing any necessary Alaska ESC (Employment Security Compensation) Registration.

Registered Agent:

_____ Durrell Law Group PC (DLG will serve as registered agent only if the LLC is on DLG's maintenance system [\$150/year].)

_____ Other Agent's Name: _____

Agent's Address: _____

Articles of Organization:

Purpose: What is the project/business to be undertaken by the LLC? _____

Projected date the LLC will commence to transact business? _____

The attorney with whom you are working at Durrell Law Group generally serves as the organizer of the LLC to avoid a delay in filing the Articles with the State. Would you prefer that someone else serve as the organizer? _____ (yes or no). If yes, provide the name and address of the organizer:

Members:

Member Name & Address	Name of Representative (if member is a business entity)	Duties (if applicable) (* denotes Member selected to serve as Tax Matters Partner)	Initial Contribution	Profit Sharing Percentage

Married Couple Members: (complete only for a married couple Member)

Will the interest be held with a right of survivorship (in event of death)? Yes No

Management:

An LLC can be managed by its members or by one or more managers.

Member Managed: A member-managed LLC is similar to a general partnership where the partners manage the business and own the partnership (the role of the members is similar to the role of the partners).

Manager Managed: A manager-managed LLC is similar to a corporation where the board of directors manages the business, but the shareholders own the corporation (the role of the managers is similar to the role of the directors and the role of the members is similar to the role of the shareholders).

Select a management structure: Member Managed Manager Managed

Manager Managed: (Complete only if you selected Manager Managed)

The initial Managers will be listed in the organizational documents. Thereafter, Managers generally may be removed or appointed by the Members.

Manager Name	Address

Employees:

Will the LLC have employees? ____Yes ____No

If yes: The highest number of employees in the next 12 months? _____

First date that wages will be paid: _____