

Dissolution Questionnaire

FAX THE COMPLETED QUESTIONNAIRE TO 702-664-0549



Entities • Books & Records • Taxes

BOSS Business Services
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CLIENT INFORMATION

Name

Address

City State Zip Code

Phone Number E-mail

ENTITY INFORMATION

Corporation Dissolution Only (Complete Section 1)

LLC or LP
Dissolution Only (Complete Section 2)

Both a Corp. & LLC/LP (Complete All Sections)

Section One - Corporation Dissolution

Corporation Name

Check this Box if Any Shareholders Intend to Take 1244 Losses

Important Note: If there are any existing loans from shareholders to the corporation, said loans should be contributed to the corporation in exchange for stock at least 30 days prior to commencing dissolution. Use a Special Director's Meeting Questionnaire to complete this step before commencing the dissolution process.

If stock has already been issued in exchange for any shareholder loans or no 1244 losses are sought, go to Steps One and Two below.

Step One: Special Directors Meeting

Meeting Date & Time

Meeting Location

Directors Present

Meeting Chairman Meeting Secretary

Step Two: Special Shareholders Meeting

Meeting Date & Time

Meeting Location

Shareholders Present

Meeting Chairman Meeting Secretary

Section Two - Limited Partnerships and LLCs

LP/LLC Name

Step One: Meeting of Partners/Members

Meeting Date & Time

Meeting Location

Partners/Members Present

Meeting Chairman

Meeting Secretary

Who Manages the LP or LLC?

Managed by a Person

Managed by an Entity

Managed by the Members (LLC)

Name of Manager(s)/GP(s)

LPs are Managed by a General Partner (GP) - LLCs can be Member-Managed or Manager-Managed

Optional Services

Please prepare my final tax return(s) for the entities being dissolved (we will follow-up)

FAX THE COMPLETED QUESTIONNAIRE TO 702-664-0549 or E-MAIL TO: minutes@bossoffice.com