

Entity selection questionnaire

DOMESTIC (IN STATE) ENTITY

Note: You may have to obtain a license to do business in Washington State, no matter what entity you select. Further, you may have to obtain a license in order to charge money for services you render to others within Washington State. Generally, you do not need a license to be an employee of another individual or firm, but certain occupations do require professional licenses.

Note: If you already have an entity that has been validly created in other state, and you simply want to do business in Washington, please go directly to the FOREIGN (OUT OF STATE) ENTITY section.

1. Requested Name of Entity (at least two choices needed):

2. Number of Share/ Interest Holders: _____

3. Entity type (please circle one):

- a. Limited Liability Company (LLC)
- b. S Corporation
- c. C Corporation
- d. Limited Partnership
- e. Sole Proprietorship
- f. Partnership
- g. Unsure—need advice

4. Purpose of Entity (what line of business):

5. Will there be employees in the next year? If so, how many?

6. Will the entity own any Real Property?

7. If yes for question 6, will a transfer deed need to be prepared placing the property into the entity's name? Please list the location and property description of such Real Property:

8. Will the entity own any personal property, the value of which, exceeds \$2,000.00?

9. If yes for question 7, please give a brief description of the personal property:

10. Will the entity be using a dba (doing business as)?

11. Are there any images, graphics, logos, or phrases the entity needs registered and protected? If yes, please list:

12. Do the Officers/ Managers/ Partners of the entity want:

Unemployment Insurance: Y/N
To be covered by L and I: Y.N

13. Does the entity have an accountant to prepare tax returns? If yes, please provide contact information for this individual or firm:

14. Does the entity have an internal accountant to prepare financial statements, process payroll and generally keep the books of the entity?

15. Has the entity engaged any other attorney or law firm to provide legal services? If yes, please provide contact information for the individual or firm:

16. Please list the amount of money (capital) you will use to start your business (start up capital):

17. Does your business engage in a service requiring a professional license (please see the Washington State Department of Licensing's Website)?

FOREIGN (OUT OF STATE) ENTITY

1. In what State or Country (jurisdiction) was your entity formed?
2. How does the foreign state classify your entity (i.e. sole proprietor, Limited Liability Company, C Corporation, etc.)?
3. Is your entity in “good standing” in the jurisdiction where it was formed (i.e. it has not been administratively dissolved, or dissolved by order of a court, or share/interest holder action)?
4. Do you have your entity’s formation documents?
5. Does the entity have an accountant to prepare tax returns? If yes, please provide contact information for this individual or firm:

6. Purpose of Entity (what line of business):

7. Will there be employees in the next year? If so, how many?
8. Will the entity own any Real Property in Washington State?
9. If yes for question 8, will a transfer deed need to be prepared placing the property into the entity’s name? Please list the location and property description of such Real Property:

10. Will the entity own any personal property in Washington State, the value of which, exceeds \$2,000.00?

11. If yes for question 10, please give a brief description of the personal property:

12. Will the entity be using a dba (doing business as)?

13. Are there any images, graphics, logos, or phrases the entity needs registered and protected? If yes, please list:

14. Do the Officers/ Managers/ Partners of the entity want, in Washington State:

Unemployment Insurance:	Y/N
To be covered by L and I:	Y.N

15. Does your business engage in a service requiring a professional license (please see the Washington State Department of Licensing's Website)?