

### Corporate By-Laws Questionnaire

1. Name of the corporation (as it appears on the Certificate of Incorporation):  
\_\_\_\_\_.
2. The physical address of the corporation is:
3. The corporation is physically located in the \_\_\_ county **OR** \_\_\_ city of \_\_\_\_\_.
4. The mailing address of the corporation (if different) is:
5. Date of incorporation: \_\_\_\_\_.
6. Date annual meeting of shareholders to be held: \_\_\_\_\_.
7. Number of Directors: \_\_\_\_\_.
8. Besides a President, is there a:  
Vice-President \_\_\_ Yes \_\_\_ No  
Secretary \_\_\_ Yes \_\_\_ No  
Treasurer \_\_\_ Yes \_\_\_ No
9. Fiscal Year of the corporation shall begin on the \_\_\_ day of \_\_\_\_\_.  
(month)
10. Bank depository for the corporation and institution from which corporation is authorized to borrow funds: \_\_\_\_\_.
11. Position of officer(s) authorized to sign checks, notes, deeds of trust, etc. on behalf of the corporation: \_\_\_\_\_.