



Sierra Express Filings, Inc.
8599 Everglade Drive
Sacramento, CA 95826
(916) 476-6530

Registered Agent Services Agreement Form

Date of Initiation: _____

Re. Business Entity: _____, hereafter referred to as the "Business Entity".

Thank you for choosing Sierra Express Filings, Inc. as the resident registered agent for service of process for your new Business Entity. The following agreement explains the nature of Sierra Express Filings, Inc. Registered Agent Service(s), and the terms and conditions which structure the obligations between Sierra Express Filings, Inc. and the Business Entity. Please read the agreement, provide us with the requested information, and return a signed/dated copy to our office. Be sure to retain a copy for your records.

Obligations of Sierra Express Filings, Inc.:

By listing Sierra Express Filings, Inc. as the resident registered agent, the Business Entity behalf In the event the Business Entity is named as a party in litigation, Sierra Express Filings, Inc. will notify and forward all pertinent documents to the Business Entity within 72 hours of receiving the originals. The documents will be sent to the Business Entity electronically, by email, and the original will be forwarded to the Business Entity via USPS, or FedEx.

As the registered agent Sierra Express Filings, Inc., may also receive credit applications and commercial solicitations addressed to the Business Entity. Unless requested otherwise by the Business Entity, these 'junk mailings' will be properly discarded.

Sierra Express Filings, Inc. is not responsible for answering or getting involved in the litigation in which the Business Entity is named. As the registered agent, it is our responsibility to provide you with notification and forward the documents to the Business Entity. It is the Business Entity's responsibility to respond accordingly with any and all court proceedings.

If the Business Entity does not provide valid, updated, contact and mailing information, Sierra Express Filings, Inc.'s contractual obligation to notify the Business Entity is null and void. In the event of such Sierra Express Filings, Inc. will not be responsible for providing any further or additional services.

Obligations of the Business Entity:

In order for Sierra Express Filings, Inc. to adequately perform its duties as the Registered Agent, the Business Entity must keep Sierra Express Filings, Inc. informed of the Business Entity's current contact information, as requested below. Furthermore, the Business Entity must inform Sierra Express Filings, Inc., in writing, of any changes to said information within 30 days. Failure to do so may result in breach of contract.

Additional Information:

Either Party may terminate this agreement with 30 day written notice. If the Business Entity chooses to select a different registered agent within the calendar year of retaining registered agent service from Sierra Express Filings, Inc., the annual fee will not be refunded. Sierra Express Filings, Inc. may resign from being the Business Entity's registered agent upon termination or nonrenewal of this agreement (which will auto-renew without written notice every year), upon breach of this contract by the Business Entity, or upon nonpayment of fees owed. This agreement may be amended and/or renewed upon written consent.

