



**State of Rhode Island and Providence Plantations
Office of the Secretary of State**

Fee: \$50.00

Division Of Business Services
148 W. River Street
Providence RI 02904-2615
(401) 222-3040

**Limited Liability Company
Annual Report**

Filing Period: September 1 - November 1

In accordance with R.I.G.L. 7-16-66(d), each limited liability company failing or refusing to file its annual report within thirty (30) days after the time prescribed by law (R.I.G.L. 7-16-66(b&c)) is subject to a penalty fee of \$25.00.

ANNUAL REPORT YEAR: 2012

1. ID No. 000119189

2. Exact Name of the Limited Liability Company Office Assistants, LLC

3. State of Formation

State: RI

4. Brief Description of the Character of the Business Which is Actually Conducted in Rhode Island

BOOKEEPING/ PAYROLL SERVICES

5. Principal Office Address

No. and Street: 2220 PLAINFIELD PIKE, SUITE 5W

City or Town: CRANSTON

State: RI Zip: 02921 Country: USA

6. Mailing Address of Limited Liability Company and Name or Title of Contact Person:

Contact Name: LINDA M. VANROTZ Contact Title: MANAGER

No. and Street: 2220 PLAINFIELD PIKE, SUITE 5W

City or Town: CRANSTON

State: RI Zip: 02921 Country: USA

**7. Name and Address of Each Manager of the Limited Liability Company, if Applicable.
DO NOT LIST MEMBERS**

Title	Individual Name First, Middle, Last, Suffix	Address Address, City or Town, State, Zip Code, Country
MANAGER	LINDA M VANROTZ	2220 PLAINFIELD PIKE SUITE 5W CRANSTON, RI 02921- USA

**8. RESIDENT AGENT IN RHODE ISLAND - DO NOT ALTER
Changes Require Filing of Form 642 - R.I.G.L. 7-16-11**

LINDA M. VANROTZ 2220 PLAINFIELD PIKE, SUITE 5W CRANSTON , RI 02921-

9. This report must be executed by an authorized person pursuant to R.I.G.L. 7-16-66 (b).

Signed this 15 Day of December, 2012 at 7:55:25 PM by the authorized person. *This electronic signature of the individual or individuals signing this instrument constitutes the affirmation or acknowledgement of the signatory, under penalties of perjury, that this instrument is that individual's act and deed or the act and deed of the company, and that the facts stated herein are true, as of the date of the electronic filing, in compliance with R.I. Gen. Laws § 7-16.*

By LINDA M. VANROTZ
Signature of Authorized Person

Form No. 632
Revised 09/07

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