



State of Rhode Island and Providence Plantations
Department of State | Office of the Secretary of State
Nellie M. Gorbea, *Secretary of State*

July 24, 2019

How to Manage A Small Law Firm II, Incorporated
c/o REGISTERED AGENTS INC.
ONE RICHMOND SQUARE, SUITE 125B
PROVIDENCE, RI 02906

RE: **Entity ID # 001681085 - How to Manage A Small Law Firm II, Incorporated**

Dear Sir or Madam:

The Division of Business Services of the Office of the Secretary of State has yet to receive your Annual Report for the year **2019**.

Pursuant to the provisions set forth in Sections 7-1.2-1310 and 7-1.2-1414 of the General Laws of the State of Rhode Island, the Certificate of Incorporation/Authority of the above-named entity will be revoked after 60 days from the date of this notice for failure to file the report.

There are three easy ways to file:

1. File online by visiting www.sos.ri.gov/business and paying with a credit card. If you have forgotten your CID and/or PIN, please contact us at corp_pin@sos.ri.gov
2. Mail in your completed Annual Report form (available for download at www.sos.ri.gov/business) along with a check or money order for \$75 payable to "Secretary of State".
3. Stop by our office, located at 148 West River Street, Providence, RI 02904 and file your completed Annual Report form in person. Payment is accepted via cash, credit card, check or money order.

R.I.G.L. 7-1.2-1501(e), states that any corporation failing or refusing to file its annual report for any year within thirty (30) days after the time prescribed by law is subject to a penalty fee of \$25.00. ***Please file your Annual Report for the year 2019 along with payment in the amount of \$75.00 that includes both the annual report filing fee and required penalty fee.*** The filing must be made with the Office of the Secretary of State, Division of Business Services, within the next sixty (60) days to ensure your authority to conduct business will remain intact. If you have any questions, or if we can be of any assistance, please do not hesitate to call the Division of Business Services at (401) 222-3040.

Sincerely,

Nellie M. Gorbea
Secretary of State