



State of Rhode Island

Department of State | Office of the Secretary of State

Nellie M. Gorbea, Secretary of State

September 16, 2020

Woodruff Associates, Inc.
c/o LEO L. CESAREO
75 TRIPPS LANE
EAST PROVIDENCE, RI 02915

RE: **Entity ID # 000056024**
Woodruff Associates, Inc.

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 **2020**.

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. The report must be filed to ensure your authority to conduct business will remain intact.

To file an Annual Report online using a credit card visit <https://www.sos.ri.gov/divisions/business-services>. If have forgotten your CID and/or PIN, please contact us at corp_pin@sos.ri.gov.

If you prefer to use cash or check, visit <https://www.sos.ri.gov/divisions/business-services> to download a form. You can mail the form to us with your payment or you can use our drop box located at 148 West River Street, Providence, RI, 02904.

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 2020 along with payment in the amount of \$75.00 that includes both the annual report filing fee and required penalty fee.** 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