

**CLIENT QUESTIONNAIRE FOR ESTABLISHING  
A NEW HAMPSHIRE LIMITED LIABILITY COMPANY (LLC)**

The following set of questions is designed to help us structure a limited liability company to best fit the goals of your new business venture and to identify areas that may need further consideration before the new venture begins doing business. This questionnaire is merely meant to provide a framework for formation of the limited liability company with the expectation that changes may be made during the formation process as issues arise and are resolved. Please feel free to attach an additional sheet of paper as needed.

1. NAME OF LLC: 1st Choice: \_\_\_\_\_  
2nd Choice: \_\_\_\_\_

(must include "LLC", "L.L.C." or "Limited Liability Company")

2 LLC BUSINESS ADDRESS INCLUDING TELEPHONE NUMBER AND E-MAIL:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Tel: ( ) \_\_\_\_\_  
E-Mail \_\_\_\_\_

3. NATURE OF BUSINESS / PURPOSE (short description): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. MEMBER (i.e., Owners) INFORMATION:

Name/Address/E-mail	SSN/EIN No.	Membership Interest Percentages	Consideration

(Voting, tax allocations and distributions are assumed to all be made in accordance with membership interest percentages - please note any exceptions below)

5. MANAGED BY MANAGERS: \_\_\_\_\_

IF SO, PLEASE LIST (only if different from Members - please indicate if all Members are to be Managers):

Name/Address/E-mail	SSN/EIN No.

6. FEDERAL TAX STATUS (Disregarded Entity or Partnership are Default) \_\_\_\_\_

7. NUMBER OF EMPLOYEES EXPECTED WITHIN THE NEXT 12 MONTHS: \_\_\_\_\_

8. DATE EXPECTED FOR FIRST WAGES: \_\_\_\_\_

9. NAME AND NH ADDRESS OF REGISTERED AGENT: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

10. WILL THE LLC OPERATE UNDER ANY TRADE NAMES? \_\_\_\_\_

IF SO, PLEASE LIST: \_\_\_\_\_

11. DOES THE LLC USE ANY TRADEMARK OR SERVICE MARK? \_\_\_\_\_

IF SO, PLEASE LIST: \_\_\_\_\_

12. SPECIAL PROVISIONS FOR THE OPERATING AGREEMENT (additional fees may apply)? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

13. NAME OF ACCOUNTANT: \_\_\_\_\_