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Florida corporation annual report form

To find out what you need to do to form a company in your state, select your state from the list below. You will find all the details and information you need, including links to forms, government agencies and other useful resources to form a company in your state. Although it is not difficult, there are certain steps you need to take, and certain documents you need to submit to form a company. Make sure you know what is required in your state before you begin the process of forming a company. To form a company in Michigan, you need to take the steps indicated below. You can also use nolos Online Corporation service, which will form a company for you with everything you need. 1. Select a company name The company's name must contain the word Incorporated, Corporation, Company or Limited or an abbreviation of one of these words. The company's name must be separated from the names of other business entities already on file with the Michigan Department of Licensing and Regulatory Affairs. Names can be checked for availability by searching michigan's business name database. You can reserve a name for six months by submitting a name reservation application (540) to the Michigan Department of Licensing and Regulatory Affairs Bureau of Commercial Services. The application can be submitted online or by email. The filing fee is \$25. Prepare and archive articles of incorporation Your company is legally created by submitting articles of incorporation-For Profit (500) with the Michigan Department of Licensing and Regulatory Affairs. The articles must include: company name; purpose; the number of shares the company is authorized to issue (if there is more than one class or series of shares, state the relative rights, preferences and limitations of the shares of each class); the name and address of the agent of service for the process; the number of shares the company is authorized to issue (if there is more than one class or series of shares, state the relative rights, preferences and limitations of the shares of each class); the name and street address of the resident agent of service for the process; and the name and address of each incorporator. The articles can be archived online or via email. The filing fee is based on the number of authorized shares plus a \$10 fee. There is a \$50 fee for the first 60,000 shares; \$100 for up to 1 million shares. 3. Appoint a registered agent Every Michigan company must have an agent of service for the process in the state. This is a person or company that agrees to accept legal papers on the company's behalf if it is sued. A registered agent may be a resident of the Michigan, Michigan corporation, foreign company with a proxy certificate to trade business in Michigan, Michigan limited liability company or foreign LLC authorized to trade business in Michigan. The registered agent must have a physical street address in Michigan. The agent should agree to service to the process on the company's behalf prior to the designation. 4. Set up a corporate records book Set up a company listing book where you keep all the company's important papers, including minutes from director and shareholder meetings, stock certificates and stock certificates. Keep your company's archive book at your company's headquarters. You can use a three-ring binder as your company's archive book, or you can order a special corporate records kit through a corporate kit supplier. 5. Prepare Corporate Bylaws Bylaws is an internal corporate document that sets out the basic ground rules for the operation of your company. They are not filed with the state. Your company is not required by law to have corporate statutes, but you should adopt them because they (1) establish the Company's operating rules, and (2) help to show banks, creditors, the Tax and others that your company is legitimate. For company statute forms, see Nolo's website, or Incorporate Your Business, by Anthony Mancuso (Nolo). Business sets also usually include example statutes. 6. Appointing the inaugural Executive Vice President The incorporator – the person who signed the articles – must appoint the first executive directors who will meet the board until the first annual meeting of the shareholders (when the board members who will serve for the next period are elected by the shareholders). The incorporator must fill out an Incorporator's Statement showing the names and addresses of the first directors. The incorporator must sign the declaration and place a copy in the company's archive book. The statement does not have to be filed with the state. For an example of the Incorporators Statement, see Incorporating Your Business, by Anthony Mancuso (Nolo). 7. Hold your first board meeting The first meeting of the Company's Board of Directors should be held where the Board of Directors can appoint executive directors, adopt articles of association, choose a corporate bank, approve the issuance of shares, set the company's financial year, and adopt an official share certificate form and corporate seal. The board's actions must be recorded in company minutes prepared by the incorporator or any of the directors. In addition, if the company will be an S-company, the directors should approve the choice of S corporation status. For business meeting minutes forms, see Nolo's website or see Incorporate Your Business, by Anthony Mancuso (Nolo). 8. Issue shares to each shareholder. Although not required by law in most states, small companies typically issue paper inventory certificates. Enter each shareholder's name and contact information in the company's share transfer accounts. A share of shares in your company is classified as a collateral under state and federal securities laws governing the offering and sale of corporate shares. But the federal government and all states exempt most small companies from these laws. For example, federal exempts private offers: an unen announced sale to a limited number of people (usually 35 or fewer). Most states have adopted their own versions of this SEC exemption. Visit your state securities office website for information about state securities laws. Links to all such offices can be found on the Contact Your Regulator website of the North American Securities Administrators Association. 9. Comply with Michigan Annual Report Requirements All companies doing business in Michigan must submit an annual report to the Department of Licensing and Regulatory Affairs. The report must be submitted on or before 15 May each year from the year after incorporation. A preprinted annual report, BCS/CD-2500, is sent to the company's resident agent at the registered office approximately three months before the due date. The report can be submitted online or via email. The filing fee is \$25. Comply with other tax and regulatory requirements Additional tax and regulatory requirements apply to your company. These include: EIN: Your company must obtain a federal employer identification number (EIN). You can obtain an EIN by completing an online application on the IRS website. There is no submission fee. S Corporation Filing: If the company wishes to choose S corporation status for tax purposes, it must submit form 2553 Selection of a Small Business Corporation (signed by all shareholders). The choice must be made within two months and 15 days after the beginning of the company's first tax year. See the IRS S Corporation fact sheet for more information. Business licenses: Depending on the business type and its location, the company may need to obtain other local and state business licenses. 11. Foreign Corporations Doing Business in Michigan All companies organized outside Michigan must register with the Michigan Department of Licensing and Regulatory Affairs to do business in Michigan. Foreign companies must appoint a registered agent of service for the process physically located in Michigan. To register the application for government certificate to transact Business or Conduct Affairs in Michigan (561) The application can be submitted online or by mail. The filing fee is based on the number of authorized shares. The minimum fee is \$60 for 60,000 shares. The application must be accompanied by an original certificate of good standing or existence, no more than 30 days old, from the Secretary of State or similar official in the foreign company's home state. Before filing, make sure the company's name is available in Michigan by checking the Michigan business name database. If the name is not available, the foreign company may use an assumed name in Michigan. The supposed name must be listed in the application. Company restructuring is a general term used to describe major changes in a company. These changes typically affect basic business practices, and reterminates who makes the most important decisions company or how certain parts of the business plan are approaching. The type of restructuring depends on the impact of the elements of the business and the reasons for the restructuring. Company restructuring takes place based on the company's needs. Internal restructuring usually occurs as a result of business analysis that shows the need for greater efficiency in the way business departments communicate and complete tasks. Sometimes a specific segment of the business will start to fail, and the company will have to redistribute resources to support it. Sometimes a business may have expanded to a lot and needs to refocus on its core capabilities. Other times, a business may have to restructure its financial position to continue making money. Often, restructuring plans are only necessary to meet the ever-changing demands of technology that competitors embrace. Not all reasons for restructuring are negative, and many benefit employees as well as managers of the company. Financial restructuring deals with all changes businesses make to debt and equity, including mergers, acquisitions, joint ventures and other agreements. Typically, these occur when a company joins or is purchased by another company. The ownership of the company, or at least some interest in the company, is transferred to another organization or group of investors. Actual business practices may remain unchanged. Technological realignment occurs when a new technology is developed that changes the way an industry operates. This type of restructuring usually affects employees, and tends to lead to new training measures, along with some layoffs as the company improves efficiency. This type of restructuring also involves alliances with third parties who have technical knowledge or resources. Restructuring methods are usually divided into expansion, refocusing, corporate control and ownership structure. The last two, corporate control and ownership structure, mostly apply to economic changes and affect ownership. For example, corporate control is a method in which the company buys back enough shares to be able to make its own decisions again. Expansion occurs with acquisitions, mergers or joint ventures. Refocusing can take many forms, including business splits, sales of certain enterprises, and general consolidation practices. Practice.