

**NETT & NETT, PC**  
**LLC PRE-FORMATION INFORMATION CHECKLIST**

- Name, address, and marital status of each member, manager or officer:
  - 1. \_\_\_\_\_
  - 2. \_\_\_\_\_
  - 3. \_\_\_\_\_
  - 4. \_\_\_\_\_
  
- Name of LLC:  
\_\_\_\_\_
  
- Street address of LLC's principal office in California and any other offices from which LLC will be conducting business:
  - 1. \_\_\_\_\_
  - 2. \_\_\_\_\_
  
- Term of LLC:  
\_\_\_\_\_
  
- Scope of LLC's business:  
\_\_\_\_\_
  
- Member's respective ownership interests in LLC:
  - 1. \_\_\_\_\_
  - 2. \_\_\_\_\_
  - 3. \_\_\_\_\_
  - 4. \_\_\_\_\_
  
- Initial capital contributions:
  - 1. \_\_\_\_\_
  - 2. \_\_\_\_\_
  - 3. \_\_\_\_\_
  - 4. \_\_\_\_\_
  
- Additional capital contributions:
  - 1. \_\_\_\_\_
  - 2. \_\_\_\_\_
  - 3. \_\_\_\_\_
  - 4. \_\_\_\_\_

Interest and preferred returns:  
1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_  
4. \_\_\_\_\_

Return of capital:  
1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_  
4. \_\_\_\_\_

Manner and priority of LLC distributions:  
1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_  
4. \_\_\_\_\_

Rights and obligations of Members:  
1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
2. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
3. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
4. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Compensation to managers:  
1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_  
4. \_\_\_\_\_

Right to reimbursement of expenses incurred in connection with LLC's business:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Obligation, if any of members or managers to devote all their business time to LLC's business:

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Right, if any of members or managers to engage in any business that competes or conflicts with LLC's business:

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Tax year of LLC:

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Method of Accounting:

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Member's right to inspect and copy records:

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Restrictions on Member's ability to transfer or encumber his or her interest in LLC:

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Buy-Out rights:

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Appointment and removal of managers:

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Terms for admitting additional members: