

NONPROFIT INTAKE FORM

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Date	
Referred By	

CLIENT	
Client Name	
Client Address	
Contact Name	
Title	
Email - Personal	
Email - Work	
Phone - Cell	
Phone - Home	
Phone - Work	
Phone - Fax	
Address - Home	
Address - Work	

LEGAL MATTER	
Matter Type	<input type="checkbox"/> Formation of Florida Nonprofit Corporation <input type="checkbox"/> Legal Operation of Florida Nonprofit Corporation <input type="checkbox"/> Employment Agreement <input type="checkbox"/> Independent Contractor Agreement <input type="checkbox"/> Pledge Agreement <input type="checkbox"/> Grant Agreement <input type="checkbox"/> Lease Agreement <input type="checkbox"/> Real Estate Purchase Agreement <input type="checkbox"/> Construction Contract <input type="checkbox"/> Nondisclosure Agreement <input type="checkbox"/> License Agreement <input type="checkbox"/> Indemnification Agreement <input type="checkbox"/> Settlement Agreement <input type="checkbox"/> Dispute <input type="checkbox"/> Other: _____
Client is the	<input type="checkbox"/> Florida Nonprofit Corporation <input type="checkbox"/> Other: _____
Other Information	

OTHER PARTY #1	
Name	
Address	
Attorney (if any)	
Other Information	

OTHER PARTY #2	
Name	
Address	
Attorney (if any)	
Other Information	

OTHER PARTY #3	
Name	
Address	
Attorney (if any)	
Other Information	

INFORMATION NEEDED TO FORM NONPROFIT CORPORATION	
Name of Corporation	
Alternate Name of Corporation	
Fictitious Name	
Principal Address	
Specific Purpose	
Members, If Any	
Directors or Trustees	
Officers and Key Employees	
Registered Agent Name and Address	
Incorporator Name and Address	
Bank	
Accountants, Insurance Agents, and Other Advisors	
Other	

EXISTING DOCUMENTS ATTACHED	
Draft or Signed Contracts, Articles, Tax Returns, Etc.	
Other	

2025.07.27