

**CERTIFICATE OF FORMATION
OF
CERTIFIED MAIL SOLUTIONS, INC.**

STATE OF ALABAMA)
 :
COUNTY OF SHELBY)

Pursuant to the provisions of the Alabama Business Corporation Law, as amended (codified at sections 10A-1-1.01 *et seq.*, *Code of Alabama* (1975)) (the “Act”), Certified Mail Solutions, Inc. adopts the following Certificate of Formation:

1. The name of the corporation is Certified Mail Solutions, Inc. (the “Corporation”).
2. The duration of the Corporation is perpetual.
3. The purpose of the Corporation is the transaction of any or all lawful business for which corporations may be incorporated under the Alabama Business Corporation Law, including, but not limited to, mail assistance.
4. The aggregate number of shares the corporation shall have authority to issue is Ten Thousand (10,000) shares of common stock, par value \$0.01.
5. The street address of the initial registered agent shall be 881 Sun Valley Rd. Harpersville, AL 35078, and the name of its initial registered agent at such address is Linda D. Carter.
6. The number of directors constituting the initial Board of Directors of the Corporation is one (1) and the name and street address of the person who is to serve as director until the first annual meeting of shareholders or until her successor is elected and qualified is Linda D. Carter, 881 Sun Valley Rd. Harpersville, AL 35078.
7. The name of the incorporator is Elizabeth S. Ritter, and the street address of the incorporator is 2100 First Avenue N., Suite 600, Birmingham, AL 35203.
8. No shareholder of the Corporation shall be entitled as a matter of right to subscribe for, purchase, receive or acquire as a preemptive right any shares of stock, or other securities convertible into stock, of the Corporation which it may issue, or sell, whether out of the number of shares thereof now or hereafter authorized or out of shares now or hereafter held in its treasury, but all such additional shares of stock or other securities may be issued or disposed of by the Board of Directors to such persons and upon such terms as in its absolute discretion it may deem advisable.
9. A director of the Corporation shall have no liability to the Corporation or its shareholders for money damages for any action taken, or any failure to take any action, as a director except liability for (A) the amount of financial benefit received by the director to which he or she is not entitled; (B) an intentional infliction of harm on the Corporation or shareholders; (C) a violation


of Section 10A-2-8.33 of the Act, or any successor provision to such section; (D) an intentional violation of criminal law; or (E) a breach of loyalty to the Corporation or its shareholders. If the Act, or any successor statute thereto, is hereafter amended to authorize the further elimination or limitation of the liability of a director of a corporation, then the liability of a director of the corporation, in addition to the limitations on liability provided herein, shall be limited to the fullest extent permitted by the Act, as amended, or any successor statute thereto.

10. The shareholders of the Corporation reserve the right to amend and restate the Bylaws of the Corporation. The Board of Directors of the Corporation is expressly authorized to alter, amend, or repeal the Bylaws; but the Bylaws so altered, amended or repealed by the Board of Directors may be altered, amended or repealed by the shareholders at any annual meeting or at any special meeting for which notice of such alteration, amendment or repeal by the shareholders is given.

IN WITNESS WHEREOF, the undersigned has caused this document to be executed as of the 1st day of August, 2012.

Elizabeth S. Ritter
Elizabeth S. Ritter
Incorporator

This instrument prepared by:
Elizabeth S. Ritter
Ritter Law Firm, LLC
2100 First Avenue N.
Suite 600
Birmingham, AL 35203


20120802000281510 2/3 \$156.00
Shelby Cnty Judge of Probate, AL
08/02/2012 08:40:42 AM FILED/CERT

Beth Chapman
Secretary of State

P. O. Box 5616
Montgomery, AL 36103-5616


STATE OF ALABAMA

**I, Beth Chapman, Secretary of State of Alabama, having custody of the
Great and Principal Seal of said State, do hereby certify that**

pursuant to the provisions of Title 10A, Chapter 1, Article 5, *Code of Alabama*
1975, and upon an examination of the entity records on file in this office, the
following entity name is reserved as available:

Certified Mail Solutions, Inc.

This domestic business corporation is proposed to be formed in Alabama and is for
the exclusive use of Ritter Law Firm, LLC, 2100 1st Ave N, Ste 600, Birmingham,
AL 35203 for a period of one hundred twenty days beginning July 30, 2012 and
expiring November 27, 2012.


20120802000281510 3/3 \$156.00
Shelby Cnty Judge of Probate, AL
08/02/2012 08:40:42 AM FILED/CERT



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**In Testimony Whereof, I have hereunto set my
hand and affixed the Great Seal of the State, at the
Capitol, in the city of Montgomery, on this day.**

July 30, 2012

Date



Beth Chapman

Secretary of State