

# STATE OF ALABAMA

## DOMESTIC LIMITED LIABILITY COMPANY ARTICLES OF ORGANIZATION GUIDELINES

### INSTRUCTIONS:

**STEP 1:** THE NAME OF THE LIMITED LIABILITY COMPANY MUST CONTAIN THE WORDS LIMITED LIABILITY COMPANY, LLC OR L.L.C.

**STEP 2:** FILE THE ORIGINAL AND TWO COPIES OF THE ARTICLES OF ORGANIZATION IN THE COUNTY WHERE THE LLC'S REGISTERED OFFICE IS LOCATED. THE SECRETARY OF STATE'S FILING FEE IS \$40. PLEASE CONTACT THE JUDGE OF PROBATE TO VERIFY THE PROBATE FILING FEE.

PURSUANT TO THE ALABAMA LIMITED LIABILITY COMPANY ACT, THE UNDERSIGNED HEREBY ADOPTS THE FOLLOWING ARTICLES OF ORGANIZATION.

**Article I** The name of the Limited Liability Company:  
Insignis Software Services LLC  
(Your company title must end with the words Limited Liability Company, L.L.C. or LLC)

**Article II** The duration of the Limited Liability Company is Indefinite.

**Article III** The Limited Liability Company has been organized for the following purpose(s):  
software consulting services

**Article IV** The **street address** (NO PO BOX) of the registered office: 3522 York St  
Birmingham, AL 35242 and the name of the  
registered agent at that office: Leslie Leopard

**Article V** The **names and addresses** of the initial member(s), and organizer (if any):  
✓ Leslie D. Leopard 3522 York Street  
✓ Birmingham, AL 35242  
(Attach additional sheets if necessary.)

**Article VI** If the Limited Liability Company is to be managed by one or more managers, list the names and addresses of the managers who are to serve until the first annual meeting of the members or until their successors are elected and qualified.  
Leslie Leopard 3522 York Street  
Birmingham, AL 35242

Any provision that is not inconsistent with the law for the regulation of the internal affairs of the Limited Liability Company is permitted to be set forth in the operating agreement of the LLC.

IN WITNESS THEREOF, the undersigned members executed these Articles of Organization on  
this the 26<sup>th</sup> day of July, 2002.

THIS DOCUMENT PREPARED BY:

Leslie Leopard  
Signature of Member/Organizer