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| **MINUTES OF THE SPECIAL MEETING OF SHAREHOLDERS**  **OF**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, INC.**  **A \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CORPORATION** |
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| A Special Meeting of Shareholders was held at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_, at \_\_\_\_\_\_\_\_\_\_\_\_ AM/PM. |
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| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ was appointed Chairman and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ was appointed Secretary of the meeting. |
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| The Secretary then presented and read to the meeting the Waiver of Notice of the present meeting, and it was ordered that it be appended to the minutes of the meeting. |
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| The Secretary then read the roll of shareholders from the Stock Transfer Ledger. The following shareholders were present: |

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| **Shareholder Name** | **Voting or Non-Voting** | **In Person** |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_ |

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| The Chairman stated that a majority of the total number of shares issued and outstanding was represented and that the meeting was complete and ready to transact any business before it. It was ordered that proxies be appended to the minutes of the meeting, if applicable. | | | |
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| DISCUSSED and RESOLVED: | | | |
| 1. Amended Company bylaws to incorporate reporting and filing requirements of the Corporate Transparency Act effective January 1, 2024. 2. The following language will be incorporated by reference into the operating agreement/bylaws as it applies to all Shareholders, Officers, and Directors:   **“Reporting Requirement Compliance**  Every Manager and Member covenants and agrees to provide the Company with such information, including all personal identifying information and an “acceptable document” required by the Company to comply with the Corporate Transparency Act. Each Manager consents to disclosure of information regarding the Company, the Manager and its direct or indirect owners and/or persons who have substantial control of such Manager, to the extent required (determined in the good faith judgment of the Company or upon the advice of counsel) under the Corporate Transparency Act or any other law, regulation or other legal requirement or reporting requirements of any lender or proposed lender to the Company.” | | | |
| There being no further business, the meeting was, on motion, and seconded, adjourned. | | | |
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| DATED \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |

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| The following have been appended to the minutes of the meeting: |
| Waiver of Notice of the Special Shareholders Meeting |

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| **WAIVER OF NOTICE**  **OF SPECIAL MEETING OF SHAREHOLDERS**  **OF**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, INC.**  **A \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CORPORATION** | | |
|  | | |
| We, the undersigned, being all the shareholders of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Inc., hereby agree and consent that the Special Meeting of the Shareholders of the corporation shall be held on the date, and at the location and time stated below, and the transaction there of all such other business as may lawfully come before the meeting and we hereby waive all notice of the meeting and any adjournment thereof. | | |
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| Date: |  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
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| Location: |  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
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| Time: |  | \_\_\_\_\_\_\_\_\_\_\_ AM/PM |
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| DATED: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |

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