



SMALL BUSINESS & NONPROFIT CLINIC
 541 E. Grand River Ave.
 East Lansing, MI 48823
 Phone: (517) 336-8088; Fax: (517) 336-8089

Type of Service	Service Fee	Filing Fee
• Counseling on Entity Formation, Maintenance & Legal Compliance	No Fee	
• Drafting of Organizational Formation Documents & EIN: Limited Liability Company (LLC) & Operating Agmt. Corporation & Bylaws Nonprofit Organization & Bylaws Assumed Name/DBA/Sole Proprietorship	\$200	\$50 payable to State of MI
	\$200	\$60 payable to State of MI
	\$200	\$20 payable to State of MI
	\$100	\$25 payable to State of MI, if LLC \$10 payable to State of MI, if Corporation or Lim. Partnership \$10 payable to County, if Individual
• IRS 501(c) Tax Exempt Application	\$1,200	\$300 if income is less than \$10,000 \$750 if \$10,000 or more
• Nonprofit Charitable Solicitation Documents	\$200 or \$100 if filing 501(c) application	
• Drafting of Contract/Agreement/Lease • Drafting of Other Documents (Briefs, Policies, Minutes, Power of Attorney, Resolutions, etc.)	\$50 per page	
• Review of Contract/Agreement/Lease • Review of Other Documents	\$10 per page	
• Amendment/Restatement to Organizational Documents (Articles of Organization/Incorporation)	\$100	\$10 payable to State of MI, if Corporation Amdt. or Restatement. \$25 payable to State of MI, if LLC Amendment \$50 payable to State of MI, if LLC Restatement
• Dissolution of For-profit Company	\$90	\$10 payable to State of MI
• Dissolution of Nonprofit Organization	\$45 per hour	\$10 payable to State of MI
• U.S.P.T.O. Trademark Application	\$250	\$375 per class – mail-in \$325 per class – electronic \$150 per class 6 month extension \$100 per class statement of use all payable to USPTO
• State of Michigan Trademark Application	\$150	\$50 payable to State of MI
• U.S. Copyright Application	\$100	\$45 payable to Reg. of Copyrights
• Green Audit	No Fee	

*Other legal services available on a case-by-case basis * Referrals as needed * Prices subject to discretionary changes
 Updated 12.29.08*