

Elysium Management LLC

[REDACTED]
New York, New York 10022

Ada Clapp

Phone: [REDACTED]

Email: [REDACTED]

To: Bradley J. Wechsler
From: Ada Clapp
Cc: Ava Lambert
Date: May 20, 2015
Re: Corporation Services Company ("CSC")

CSC provides Registered Agent and U.S. Representation services to companies¹. Specifically, they assist entities with corporate formation, annual filings, receiving legal process, and director services. Our CSC account is in the name of Elysium Management LLC (account number is 7781117). I am the contact person. We can access our account information and see entities covered under our subscription ("covered entities") at www.cscglobal.com. Ava and I have login credentials (I gave mine to Samantha so she can pay Delaware annual franchise taxes due June 1 through our CSC dashboard).

A. Registered Agent Services

Our current CSC service includes only United States Statutory Representation Services for which we pay \$60 per entity per jurisdiction (discounted from \$334 per entity). It provides:

1. Statutory Representation—CSC is listed with the Secretary of State as address for service of process;
2. Electronic same-day service of process; and
3. CSC Navigator (a dashboard that lists information for our covered entities).

CSC notifies us when annual filings are due to the state of registration, but CSC is not responsible for completing the filings. We can (and have in the past) directed CSC to file all forms and make all payments to the state of registration for each covered entity on its behalf. They generally charge a \$209 service fee for doing so (but if it is the initial filing, there may be an additional \$100 document preparation fee).

B. Annual Report Preparation and Filing Service.

We are in the process of adding the Annual Report Preparation and Filing service for which we will pay an additional \$110 per covered entity per filing. Our account representative will send us a revised proposal. This service will include:

1. Auditing our listed companies to determine if they are in good standing;

¹ Every entity incorporated in Delaware must have a registered office and registered agent located in that state. For New York entities, CSC acts as the office for service of process for the Secretary of State.

2. Monitoring compliance calendar for annual report deadlines;
3. Preparing and filing state tax forms and advancing state fees on behalf of covered entities;
and
4. Providing filing evidence for our records.

B. Global Entity Monitoring.

CSC will send us a proposal regarding annual filings for foreign entities. I will reach out to Paul Weiss and to Jonathan Whale to find out who is ensuring that our UK, Bermuda and Cayman entities are in good standing.

C. Contact Information for our CSC Account:

Main Contact – To be contacted for all our CSC needs.

Christopher Fecteau, Corporate Solutions Manger
Corporation Services Company

[REDACTED]

Wilmington, DE 19808

Phone: [REDACTED] x [REDACTED]

Phone: [REDACTED] x [REDACTED]

Fax: [REDACTED]

[REDACTED]

To request a Certificate of Good Standing if Chris is unavailable:

Customer Service
Corporation Services Company
Work: [REDACTED] ext. [REDACTED]

For invoices and payments if Chris is unavailable:

Jozie *Rodriguez*, Credit Representative
Corporation Services Company
Work: [REDACTED] ext. [REDACTED]

[REDACTED]

Contact—Old Account:

Charlene Cox, Entity Management Specialist

Work: [REDACTED] ext. [REDACTED]

Fax: [REDACTED]

[REDACTED]