

## Filling Out the POA

Here's a briefing on how to fill out the Power of Attorney:

- Check the box stating whether your Company is a proprietorship, partnership, corporation, etc.
- Fill in your *Company's IRS#*
- Fill in your *Driver's License#*
- Behind the 1<sup>st</sup> Check: input your Company's name
- 2<sup>nd</sup> Check: whether you're a proprietorship, corporation, etc.
- 3<sup>rd</sup> Check: under which State your company is registered
- 4<sup>th</sup> Check: Your business address
- 5<sup>th</sup> Check: "Ever-Leading International Inc."
- 6<sup>th</sup> Check: "Grantor" is you
- 7<sup>th</sup> Check: Your Company's name
- 8<sup>th</sup> Check: Your signature
- 9<sup>th</sup> Check: Your Job Title and Date
- 10<sup>th</sup> Check: [*You do not have to fill in the "Witness" line*]