

1.) CORPORATION NAME:

Investment and Administrative Services Company

2.) VA REGISTERED AGENT NAME AND OFFICE ADDRESS:

**OFFICER
CT CORPORATION SYSTEM
4701 COX RD STE 301
GLEN ALLEN, VA 23060**

DUE DATE: **9/30/2011**

SCC ID NO: **F1837378**

5.) STOCK INFORMATION

CLASS	AUTHORIZED
COMMON	1,000

3.) CITY OR COUNTY OF VA REGISTERED OFFICE:

HENRICO COUNTY

4.) STATE OR COUNTRY OF INCORPORATION:

DE

6.) PRINCIPAL OFFICE ADDRESS:

ADDRESS: 250 COMMERCIAL STREET, SUITE 5000

CITY/ST/ZIP: MANCHESTER, NH 03101-

7.) DIRECTORS AND PRINCIPAL OFFICERS: All directors and principal officers must be listed. An individual may be designated as both a director and an officer.

NAME: NICHOLAS C BENTLEY
TITLE: PRESIDENT
ADDRESS: 250 COMMERCIAL STREET
SUITE 5000
CITY/ST/ZIP/CO: MANCHESTER, NH 03101-

OFFICER

DIRECTOR

NAME: JOHN J BATOR
TITLE: Chief Financial
ADDRESS: 250 COMMERCIAL STREET
SUITE 5000
CITY/ST/ZIP/CO: MANCHESTER, NH 03101-

OFFICER

DIRECTOR

NAME: CHARLES G EHRlich
TITLE: SECRETARY
ADDRESS: 250 MANCHESTER STREET
SUITE 5000
CITY/ST/ZIP/CO: MANCHESTER, NH 03101-

OFFICER

DIRECTOR

NAME: RICHARD J FABIAN
TITLE: General Counsel
ADDRESS: 250 MANCHESTER STREET
SUITE 5000
CITY/ST/ZIP/CO: MANCHESTER, NH 03101-

OFFICER

DIRECTOR

NAME: JOSEPH ZAMPELLA
TITLE: Controller
ADDRESS: 250 MANCHESTER STREET
SUITE 5000
CITY/ST/ZIP/CO: MANCHESTER, NH 03101-

OFFICER

DIRECTOR

NAME: MICHELLE M SCHAFER TITLE: VICE PRESIDENT ADDRESS: 250 MANCHESTER STREET SUITE 5000 CITY/ST/ZIP/CO: MANCHESTER, NH 03101-	<input checked="" type="checkbox"/> OFFICER <input type="checkbox"/> DIRECTOR
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NAME: SHERRYL R SCOTT TITLE: Assistant Secty ADDRESS: 250 MANCHESTER STREET SUITE 5000 CITY/ST/ZIP/CO: MANCHESTER, NH 03101-	<input checked="" type="checkbox"/> OFFICER <input type="checkbox"/> DIRECTOR
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NAME: LANCE CASKEY TITLE: Assistant Secty ADDRESS: 2850 LAKE VISTA DRIVE SUITE 150 CITY/ST/ZIP/CO: LEWISVILLE, TX 75067-	<input checked="" type="checkbox"/> OFFICER <input type="checkbox"/> DIRECTOR
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NAME: JOHN K CASSIL TITLE: Assistant Secty ADDRESS: 2850 LAKE VISTA DRIVE SUITE 150 CITY/ST/ZIP/CO: LEWISVILLE, TX 75067-	<input checked="" type="checkbox"/> OFFICER <input type="checkbox"/> DIRECTOR
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I AFFIRM THAT THE INFORMATION CONTAINED IN THIS ELECTRONIC REPORT IS ACCURATE AND COMPLETE AS OF THE DATE BELOW AND THAT I AM LEGALLY AUTHORIZED TO SIGN THIS REPORT.

/s/ MICHELLE M SCHAFER SIGNATURE OF DIRECTOR/OFFICER LISTED IN THIS REPORT	MICHELLE M SCHAFER, VICE PRESIDENT PRINTED NAME AND CORPORATE TITLE	9/29/2011 DATE
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It is a Class 1 misdemeanor for any person to sign a document, which includes this electronic record, that is false in any material respect with the intent that the document be delivered to the Commission for filing.