

Reporting Requirements



▼ Reporting Company

- Full legal name
- Any trade name or “doing business as” (DBA) name

> List all trade names or DBAs.

- Complete current U.S. address

> Provide the address of the primary place of business in the U.S. If the primary place of business is not in the United States, disclose the primary location where the company conducts business within the U.S.

- State, Tribal, or foreign jurisdiction of formation
- For a foreign reporting company only, State or Tribal jurisdiction of first registration
- Internal Revenue Service (IRS) Taxpayer Identification Number (TIN) (including an Employer Identification Number (EIN))

If a foreign reporting company has not been issued a TIN, report a tax identification number issued by a foreign jurisdiction and the name of such jurisdiction.

▼ Each Beneficial Owner and Company Applicant

Not all reporting companies need to provide information about company applicants. Refer

to the exemptions list to determine if your company is required to report this information.

- Full legal name
- Date of birth
- Complete current address

Provide the individual's residential street address. However, for company applicants who form or register a company as part of their business (e.g., paralegals), report the business street address. The address does not need to be within the United States.

Unique identifying number and issuing jurisdiction from, and image of, one of the following non-expired documents:

- » U.S. passport
- » State driver's license
- » Identification document issued by a state, local government, or tribe
- » If an individual does not have any of the previous documents, foreign passport

Initial Reports

Required by all Reporting Companies

- **Existing Reporting Companies**

Created or registered to do business in the U.S. before **January 1, 2024**.

Reports due by **January 1, 2025**

- **New Reporting Companies**

Created or registered to do business in the U.S. on or after January 1, 2024

Reporting companies created or registered on or after **January 1, 2024**, and before **January 1, 2025**, have **90 calendar days** after receiving actual or public notice that their company's creation or registration is effective to file their initial BOI reports.

Reporting companies created or registered on or after **January 1, 2025**, will have **30 calendar days** from receipt of actual or public notice that their creation or registration is effective to file their initial BOI reports.