



A Different Way of Thinking

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Attention Pennsylvania Business Owners: You must file an Annual Report starting in 2025.

On November 3, 2022, Governor Wolf signed into law Act 122 of 2022 – which created an annual reporting requirement for most domestic and foreign filing associations. The new Annual Report filing begins in calendar year 2025. Failure to file the Annual Report will subject the association to administrative dissolution/termination/cancellation and loss of the protection of its name. Associations required to file an Annual Report include the following:

- Domestic business corporations
- Domestic nonprofit corporations
- Domestic limited liability (general partnerships)
- Domestic electing partnerships that are not limited partnerships
- Domestic limited partnerships (including limited liability limited partnerships)
- Domestic limited liability companies
- Domestic professional associations
- Domestic business trusts
- All registered foreign associations

The Annual Report must include the following information:

- Business name
- Jurisdiction of formation
- Registered office address
- Principal office address
- Name of at least one governor (i.e. director, member, partner, etc., depending on type of association)
- Names and titles of the principal officers, if any
- Entity number issued by the Pennsylvania Department of State

The fee for the new Annual Report is \$7 for business corporations, limited liability companies (LLCs), limited partnerships (LPs) and limited liability general partnerships (LLPs), with a \$0 fee for nonprofit corporations and any LPs or LLCs with a not-for-profit purpose.

The deadline for filing the Annual Report is based on the type of association:

Association Type	Filing dates
Corporations (business and nonprofit)/domestic and foreign	January 1 – June 30
Limited liability companies/domestic and foreign	January 1 – September 3
Limited partnerships, limited liability partnerships, business trusts, professional associations/domestic and foreign	January 1 – December 31

How to file an Annual Report online (beginning January 6, 2025):

Register an account for Business Filing Services (BFS) if you are a new user (Customer Portal Overview)

1. Log in at www.file.dos.pa.gov and search for your company name under “Business Search”
2. Click on the icon for Annual Report. No PIN access is required to file an Annual Report.
3. Complete the Annual Report form online and pay by credit card

4. After the Annual Report is processed, the Form and Acknowledgement Letter will be available for immediate download.

For more information, visit the Pennsylvania Department of State website at file.dos.pa.gov