



Financial Crimes Enforcement Network  
U.S. Department of the Treasury  
Washington, D.C. 20220



# Beneficial Ownership Information Reporting Frequently Asked Questions

These Frequently Asked Questions are explanatory only and do not supplement or modify any obligations imposed by statute or regulation. Please refer to the Beneficial Ownership Information Reporting Rule, available at [www.fincen.gov/boi](http://www.fincen.gov/boi), for details on specific provisions. FinCEN expects to publish further guidance in the future. Questions on any of this content can be directed to <https://www.fincen.gov/contact>.

## A. General Questions

### **A.1. What is beneficial ownership information?**

Beneficial ownership information refers to identifying information about the individuals who directly or indirectly own or control a company.

[Issued March 24, 2023]

### **A.2. Why do companies have to report beneficial ownership information to the U.S Department of the Treasury?**

In 2021, Congress passed the Corporate Transparency Act on a bipartisan basis. This law creates a new beneficial ownership information reporting requirement as part of the U.S. government's efforts to make it harder for bad actors to hide or benefit from their ill-gotten gains through shell companies or other opaque ownership structures.

[Issued September 18, 2023]

### **A.3. Under the Corporate Transparency Act, who can access beneficial ownership information?**

FinCEN will permit Federal, State, local, and Tribal officials, as well as certain foreign officials who submit a request through a U.S. Federal government agency, to obtain beneficial ownership information for authorized activities related to national security, intelligence, and law enforcement. Financial institutions will also have access to beneficial ownership information in certain circumstances, with the consent of the reporting company. Those financial institutions' regulators will also have access to beneficial ownership information when they supervise the financial institutions.

FinCEN is developing the rules that will govern access to and handling of beneficial ownership information. Beneficial ownership information reported to FinCEN will be stored in a secure, non-public database using rigorous information security methods and controls typically used in the Federal government to protect non-classified yet sensitive information systems at the highest security level. FinCEN will work closely with those authorized to access beneficial ownership information to ensure that they understand their roles and responsibilities to ensure that the

reported information is used only for authorized purposes and handled in a way that protects its security and confidentiality.

[Issued September 18, 2023]

## **B. Reporting Process**

### **B.1. Should my company report beneficial ownership information now?**

No. No one needs to report beneficial ownership information to FinCEN until January 1, 2024. FinCEN is currently not accepting any beneficial ownership information reports.

[Issued March 24, 2023]

### **B.2. When do I need to report my company's beneficial ownership information to FinCEN?**

A reporting company created or registered to do business before January 1, 2024, will have until January 1, 2025 to file its initial beneficial ownership information report.

A reporting company created or registered on or after January 1, 2024, and before January 1, 2025, will have 90 calendar days after receiving notice of the company's creation or registration to file its initial BOI report. This 90-calendar day deadline runs from the time the company receives actual notice that its creation or registration is effective, or after a secretary of state or similar office first provides public notice of its creation or registration, whichever is earlier.

Reporting companies created or registered on or after January 1, 2025, will have 30 calendar days from actual or public notice that the company's creation or registration is effective to file their initial BOI reports with FinCEN.

[Updated December 1, 2023]

### **B.3. When will FinCEN accept beneficial ownership information reports?**

FinCEN will begin accepting beneficial ownership information reports on January 1, 2024. Beneficial ownership information reports will not be accepted before then.

[Issued March 24, 2023]

### **B.4. Will there be a fee for submitting a beneficial ownership information report to FinCEN?**

No. There will be no fee for submitting your beneficial ownership information report to FinCEN.

[Issued March 24, 2023]

### **B.5. How will I report my company's beneficial ownership information?**

If you are required to report your company's beneficial ownership information to FinCEN, you will do so electronically through a secure filing system available via FinCEN's website. This system is currently being developed and will be available before your report must be filed.

[Issued March 24, 2023]

### **B.6. Where can I find the form to report?**

The form to report beneficial ownership information is not yet available. Once available, information about the form will be posted on FinCEN's [beneficial ownership information webpage](#).

[Issued September 18, 2023]

### **B.7. Is a reporting company required to use an attorney or a certified public accountant (CPA) to submit beneficial ownership information to FinCEN?**

No. FinCEN expects that many, if not most, reporting companies will be able to submit their beneficial ownership information to FinCEN on their own using the [guidance](#) FinCEN has issued. Reporting companies that need help meeting their reporting obligations can consult with professional service providers such as lawyers or accountants.

[Issued November 16, 2023]

## **C. Reporting Company**

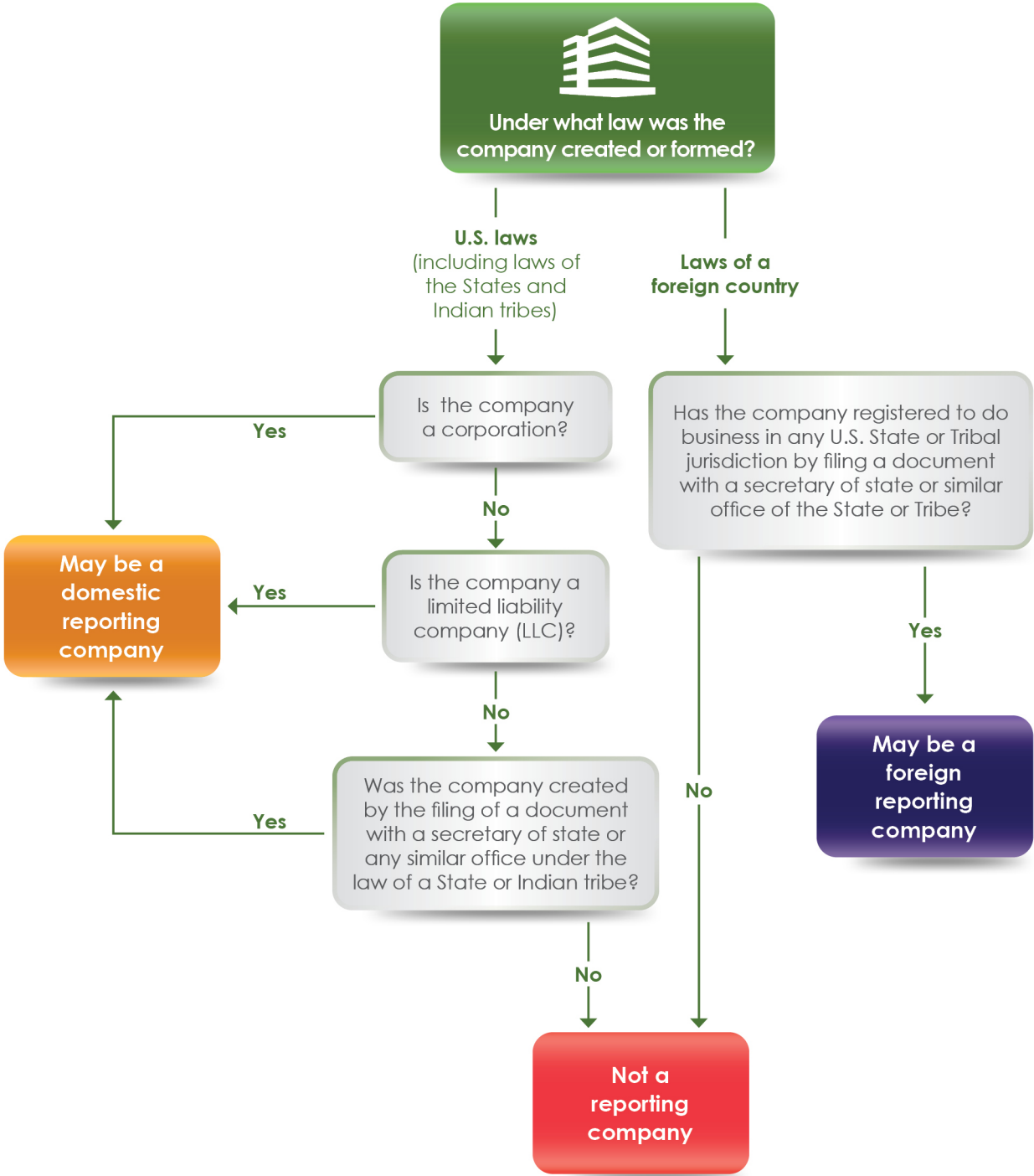
### **C.1. What companies will be required to report beneficial ownership information to FinCEN?**

Companies required to report are called **reporting companies**. There are two types of reporting companies:

- **Domestic reporting companies** are corporations, limited liability companies, and any other entities created by the filing of a document with a secretary of state or any similar office in the United States.
- **Foreign reporting companies** are entities (including corporations and limited liability companies) formed under the law of a foreign country that have registered to do business in the United States by the filing of a document with a secretary of state or any similar office.

There are 23 types of entities that are exempt from the reporting requirements (see Question C.2). Carefully review the qualifying criteria before concluding that your company is exempt.

FinCEN's [Small Entity Compliance Guide](#) for beneficial ownership information reporting includes the following flowchart to help identify if a company is a reporting company (see Chapter 1.1, "Is my company a "reporting company"?").



[Issued September 18, 2023]

**C.2. Are some companies exempt from the reporting requirement?**

Yes, 23 types of entities are exempt from the beneficial ownership information reporting requirements. These entities include publicly traded companies meeting specified requirements, many nonprofits, and certain large operating companies.

The following table summarizes the 23 exemptions:

Exemption No.	Exemption Short Title
1	Securities reporting issuer
2	Governmental authority
3	Bank
4	Credit union
5	Depository institution holding company
6	Money services business
7	Broker or dealer in securities
8	Securities exchange or clearing agency
9	Other Exchange Act registered entity
10	Investment company or investment adviser
11	Venture capital fund adviser
12	Insurance company
13	State-licensed insurance producer
14	Commodity Exchange Act registered entity
15	Accounting firm
16	Public utility
17	Financial market utility
18	Pooled investment vehicle
19	Tax-exempt entity
20	Entity assisting a tax-exempt entity
21	Large operating company
22	Subsidiary of certain exempt entities
23	Inactive entity

FinCEN’s [Small Entity Compliance Guide](#) includes this table and checklists for each of the 23 exemptions that may help determine whether a company meets an exemption (see Chapter 1.2, “Is my company exempt from the reporting requirements?”). Companies should carefully review the qualifying criteria before concluding that they are exempt. Please see additional FAQs about reporting company exemptions in “L. Reporting Company Exemptions” below.

[Issued September 18, 2023]

### **C.3. Are certain corporate entities, such as statutory trusts, business trusts, or foundations, reporting companies?**

It depends. A domestic entity such as a statutory trust, business trust, or foundation is a reporting company only if it was created by the filing of a document with a secretary of state or similar office. Likewise, a foreign entity is a reporting company only if it filed a document with a secretary of state or a similar office to register to do business in the United States.

State laws vary on whether certain entity types, such as trusts, require the filing of a document with the secretary of state or similar office to be created or registered.

- If a trust is created in a U.S. jurisdiction that requires such filing, then it is a reporting company, unless an exemption applies.

Similarly, not all states require foreign entities to register by filing a document with a secretary of state or a similar office to do business in the state.

- However, if a foreign entity has to file a document with a secretary of state or a similar office to register to do business in a state, and does so, it is a reporting company, unless an exemption applies.

Entities should also consider if any exemptions to the reporting requirements apply to them. For example, a foundation may not be required to report beneficial ownership information to FinCEN if the foundation qualifies for the tax-exempt entity exemption.

*Chapter 1 of FinCEN's [Small Entity Compliance Guide](#) ("Does my company have to report its beneficial owners?") may assist companies in identifying whether they need to report.*

[Issued November 16, 2023]

### **C.4. Is a trust considered a reporting company if it registers with a court of law for the purpose of establishing the court's jurisdiction over any disputes involving the trust?**

No. The registration of a trust with a court of law merely to establish the court's jurisdiction over any disputes involving the trust does not make the trust a reporting company.

[Issued November 16, 2023]

## **D. Beneficial Owner**

### **D.1. Who is a beneficial owner of a reporting company?**

A beneficial owner is an individual who either directly or indirectly: (1) exercises substantial control (see Question D.2) over the reporting company, or (2) owns or controls at least 25% of the reporting company's ownership interests (see Question D.4).

*FinCEN's [Small Entity Compliance Guide](#) provides checklists and examples that may assist in identifying beneficial owners (see Chapter 2.3 "What steps can I take to identify my company's beneficial owners?").*

[Issued September 18, 2023]

## D.2. What is substantial control?

An individual can exercise substantial control over a reporting company in four different ways. If the individual falls into *any* of the categories below, the individual is exercising substantial control:

- The individual is a **senior officer** (the company's president, chief financial officer, general counsel, chief executive officer, chief operating officer, or any other officer who performs a similar function).
- The individual has **authority to appoint or remove** certain officers or a majority of directors (or similar body) of the reporting company.
- The individual is an important decision-maker for the reporting company. See Question D.3 for more information.
- The individual has **any other form of substantial control** over the reporting company as explained further in FinCEN's [Small Entity Compliance Guide](#) (see Chapter 2.1, "What is substantial control?").



### SENIOR OFFICER

any individual holding the position or exercising the authority of a:

1. President
2. Chief financial officer (CFO)
3. General counsel (GC)
4. Chief executive officer (CEO)
5. Chief operating officer (COO)

or any other officer, regardless of official title, who performs a similar function as these officers



### APPOINTMENT OR REMOVAL AUTHORITY

any individual with the ability to appoint or remove any **SENIOR OFFICER** or a majority of the board of directors or similar body



### IMPORTANT DECISION-MAKER

any individual who directs, determines, or has substantial influence over important decisions made by the reporting company, including decisions regarding the reporting company's:

1. **Business**, such as:
  - Nature, scope, and attributes of the business
  - The selection or termination of business lines or ventures, or geographic focus
  - The entry into or termination, or the fulfillment or non-fulfillment, of significant contracts
2. **Finances**, such as:
  - Sale, lease, mortgage, or other transfer of any principal assets
  - Major expenditures or investments, issuances of any equity, incurrence of any significant debt, or approval of the operating budget
  - Compensation schemes and incentive programs for senior officers
3. **Structure**, such as:
  - Reorganization, dissolution, or merger
  - Amendments of any substantial governance documents of the reporting company, including the articles of incorporation or similar formation documents, bylaws, and significant policies or procedures



### CATCH-ALL

any other form of substantial control over the reporting company. Control exercised in new and unique ways can still be substantial. For example, flexible corporate structures may have different indicators of control than the indicators included here

[Issued September 18, 2023]



### D.3. One of the indicators of substantial control is that the individual is an important decision-maker. What are important decisions?

Important decisions include decisions about a reporting company's business, finances, and structure. An individual that directs, determines, or has substantial influence over these important decisions exercises substantial control over a reporting company. Chapter 2.1, "What is substantial control?" of FinCEN's [Small Entity Compliance Guide](#) provides the following information:



#### **IMPORTANT DECISION-MAKER**

any individual who directs, determines, or has substantial influence over important decisions made by the reporting company, including decisions regarding the reporting company's:

1. **Business**, such as:
  - Nature, scope, and attributes of the business
  - The selection or termination of business lines or ventures, or geographic focus
  - The entry into or termination, or the fulfillment or non-fulfillment, of significant contracts
2. **Finances**, such as:
  - Sale, lease, mortgage, or other transfer of any principal assets
  - Major expenditures or investments, issuances of any equity, incurrence of any significant debt, or approval of the operating budget
  - Compensation schemes and incentive programs for senior officers
3. **Structure**, such as:
  - Reorganization, dissolution, or merger
  - Amendments of any substantial governance documents of the reporting company, including the articles of incorporation or similar formation documents, bylaws, and significant policies or procedures

[Issued September 18, 2023]

### D.4. What is an ownership interest?

An ownership interest is generally an arrangement that establishes ownership rights in the reporting company. Examples of ownership interests include shares of equity, stock, voting rights, or any other mechanism used to establish ownership.



### EQUITY, STOCK, OR VOTING RIGHTS

any interest classified as stock or anything similar, regardless whether it confers voting power or voting rights, and even if the interest is transferable

**EXAMPLES** include:

- equity, stock, or similar instrument
- preorganization certificate or subscription
- transferable share of, or voting trust certificate or certificate of deposit for, an equity security, interest in a joint venture, or certificate of interest in a business trust



### CAPITAL OR PROFIT INTEREST

any interest in the assets or profits of a company organized as an LLC, which is similar to stock in a corporation and sometimes referred to as a 'unit'



### CONVERTIBLE INSTRUMENTS

any instrument convertible into **equity, stock, or voting rights** or **capital or profit interest**, whether or not anything needs to be paid to exercise the conversion. The **RELATED** items are also ownership interests:

- any future on any convertible instrument
- any warrant or right to purchase, sell, or subscribe to a share or interest in **equity, stock, or voting rights** or **capital or profit interest**, even if such warrant or right is a debt



### OPTION OR PRIVILEGE

any put, call, straddle, or other option or privilege of buying or selling **equity, stock, or voting rights, capital or profit interest, or convertible instruments**, EXCEPT if the option or privilege is created and held by others without the knowledge or involvement of the reporting company



### CATCH-ALL

any other instrument, contract, arrangement, understanding, relationship, or mechanism used to establish ownership

Chapter 2.2, "What is ownership interest?" of FinCEN's [Small Entity Compliance Guide](#) discusses ownership interests and sets out steps to assist in determining the percentage of ownership interests held by an individual.

[Issued September 18, 2023]

#### D.5. Who qualifies for an exception from the beneficial owner definition?

There are five instances in which an individual who would otherwise be a beneficial owner of a reporting company qualifies for an exception. In those cases, the reporting company does not have to report that individual as a beneficial owner to FinCEN.

FinCEN's [Small Entity Compliance Guide](#) includes a checklist to help determine whether any exceptions apply to individuals who might otherwise qualify as beneficial owners (see Chapter 2.4, "Who qualifies for an exception from the beneficial owner definition?").

[Issued September 18, 2023]

#### **D.6. Is my accountant or lawyer considered a beneficial owner?**

Accountants and lawyers generally do not qualify as beneficial owners, but that may depend on the work being performed.

Accountants and lawyers who provide general accounting or legal services are not considered beneficial owners because ordinary, arms-length advisory or other third-party professional services to a reporting company are not considered to be "substantial control" (see Question D.2). In addition, a lawyer or accountant who is designated as an agent of the reporting company may qualify for the "nominee, intermediary, custodian, or agent" exception from the beneficial owner definition.

However, an individual who holds the position of general counsel in a reporting company is a "senior officer" of that company and is therefore a beneficial owner

FinCEN's [Small Entity Compliance Guide](#) includes a checklist to help determine whether an individual qualifies for an exception to the beneficial owner definition (see Chapter 2.4, "Who qualifies for an exception from the beneficial owner definition?").

[Updated November 16, 2023]

#### **D.7. What information should a reporting company report about a beneficial owner who holds their ownership interests in the reporting company through multiple exempt entities?**

If a beneficial owner owns or controls their ownership interests in a reporting company **exclusively** through **multiple exempt** entities, then the names of **all** of those exempt entities may be reported to FinCEN instead of the individual beneficial owner's information.

>> Note that this special rule does not apply when an individual owns or controls ownership interests in a reporting company through **both** exempt and non-exempt entities. In that case, the reporting company must report the individual as a beneficial owner (if no exception applies), but the exempt companies do not need to be listed.

FinCEN's [Small Entity Compliance Guide](#) includes more information about this special reporting rule in Chapter 4.2, "What do I report if a special reporting rule applies to my company?"

[Issued September 29, 2023]

#### **D.8. Is an unaffiliated company that provides a service to the reporting company by managing its day-to-day operations, but does not make decisions on important matters, a beneficial owner of the reporting company?**

The unaffiliated company itself cannot be a beneficial owner of the reporting company because a beneficial owner must be an individual. Any individuals that exercise substantial control over the reporting company through the unaffiliated

company must be reported as beneficial owners of the reporting company. However, individuals who do not direct, determine, or have substantial influence over important decisions made by the reporting company, and do not otherwise exercise substantial control, may not be beneficial owners of the reporting company.

*Please see Chapter 2.1 of FinCEN’s [Small Entity Compliance Guide](#), “What is substantial control?” for additional information on how to determine whether an individual has substantial control over a reporting company.*

[Issued September 29, 2023]

**D.9. Is a member of a reporting company’s board of directors always a beneficial owner of the reporting company?**

No. A beneficial owner of a company is any individual who, directly or indirectly, exercises substantial control over a reporting company, or who owns or controls at least 25 percent of the ownership interests of a reporting company.

Whether a particular director meets any of these criteria is a question that the reporting company must consider on a director-by-director basis.

*FinCEN’s [Small Entity Compliance Guide](#) includes additional information on how to determine if an individual qualifies as a beneficial owner in Chapter 2, “Who is a beneficial owner of my company?”. This chapter includes separate sections with more information about substantial control and ownership interest: Chapter 2.1 “What is substantial control?” and Chapter 2.2 “What is ownership interest?”*

[Issued September 29, 2023]

**D.10. Is a reporting company’s designated “partnership representative” or “tax matters partner” a beneficial owner?**

It depends. A reporting company’s “partnership representative,” as defined in [26 U.S.C. 6223](#), or “tax matters partner,” as the term was previously defined in now-repealed 26 U.S.C. 6231(a)(7), is not automatically a beneficial owner of the reporting company. However, such an individual may qualify as a beneficial owner of the reporting company if the individual exercises substantial control over the reporting company, or owns or controls at least 25 percent of the company’s ownership interests.

*Chapter 2 of FinCEN’s [Small Entity Compliance Guide](#) (“Who is a beneficial owner of my company?”) has additional information on how to determine if an individual qualifies as a beneficial owner of a reporting company.*

Note that a “partnership representative” or “tax matters partner” serving in the role of a designated agent of the reporting company may qualify for the “nominee, intermediary, custodian, or agent” exception from the beneficial owner definition.

*FinCEN’s [Small Entity Compliance Guide](#) includes additional information on such exemptions in Chapter 2.4, “Who qualifies for an exception from the beneficial owner definition?”*

[Issued November 16, 2023]

## **E. Company Applicant**

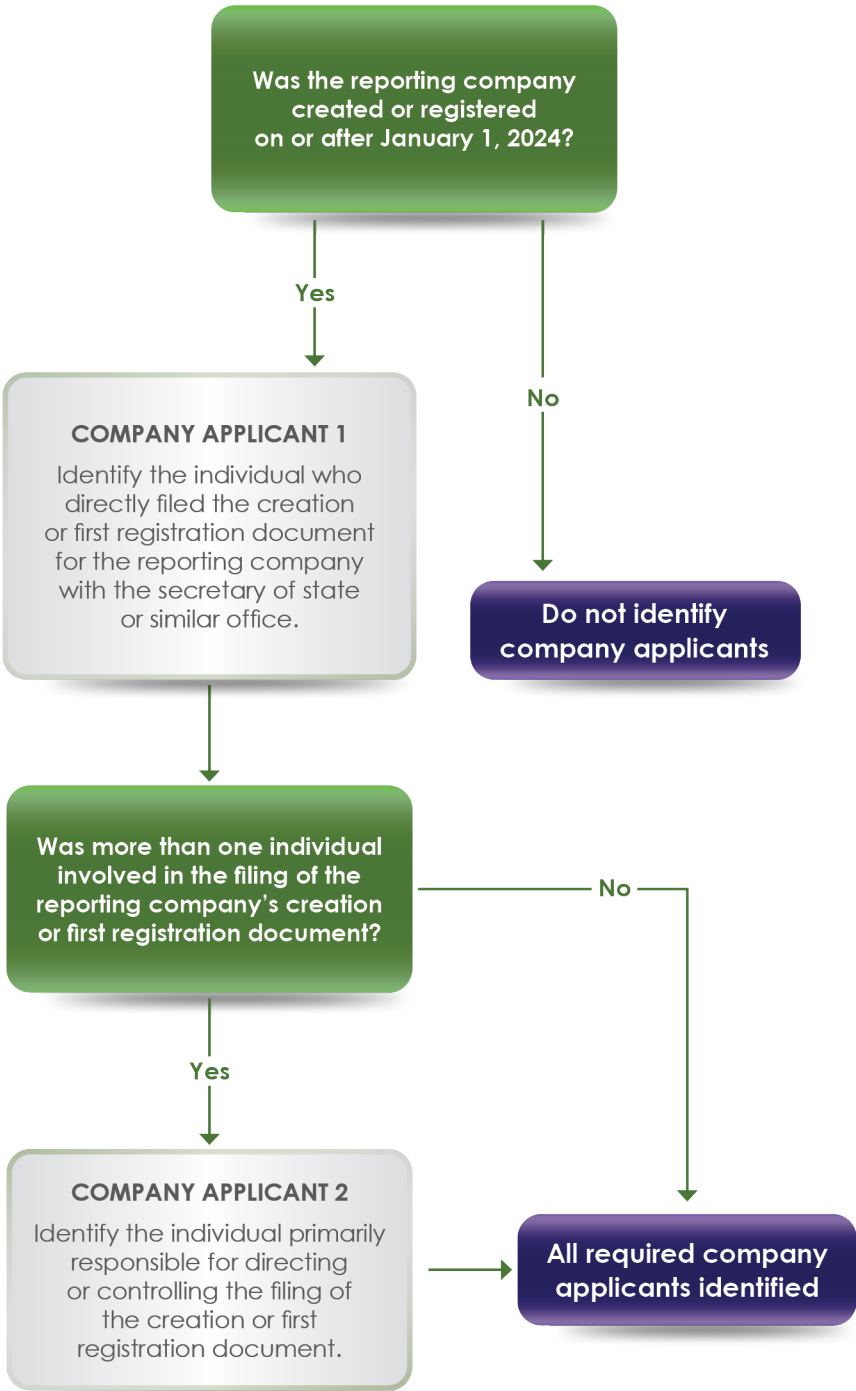
### **E.1. Who is a company applicant of a reporting company?**

Only reporting companies created or registered *on or after* January 1, 2024, will need to report their company applicants.

A company that must report its company applicants will have only up to two individuals who could qualify as company applicants:

1. The individual who directly files the document that creates or registers the company; and
2. If more than one person is involved in the filing, the individual who is primarily responsible for directing or controlling the filing.

The following flowchart can help identify the company applicant.



In addition, Chapter 3.2, “Who is a company applicant of my company?” of FinCEN’s [Small Entity Compliance Guide](#) includes additional information to help identify company applicants.

[Issued September 18, 2023]

### E.2. Which reporting companies are required to report company applicants?

Not all reporting companies have to report their company applicants to FinCEN.

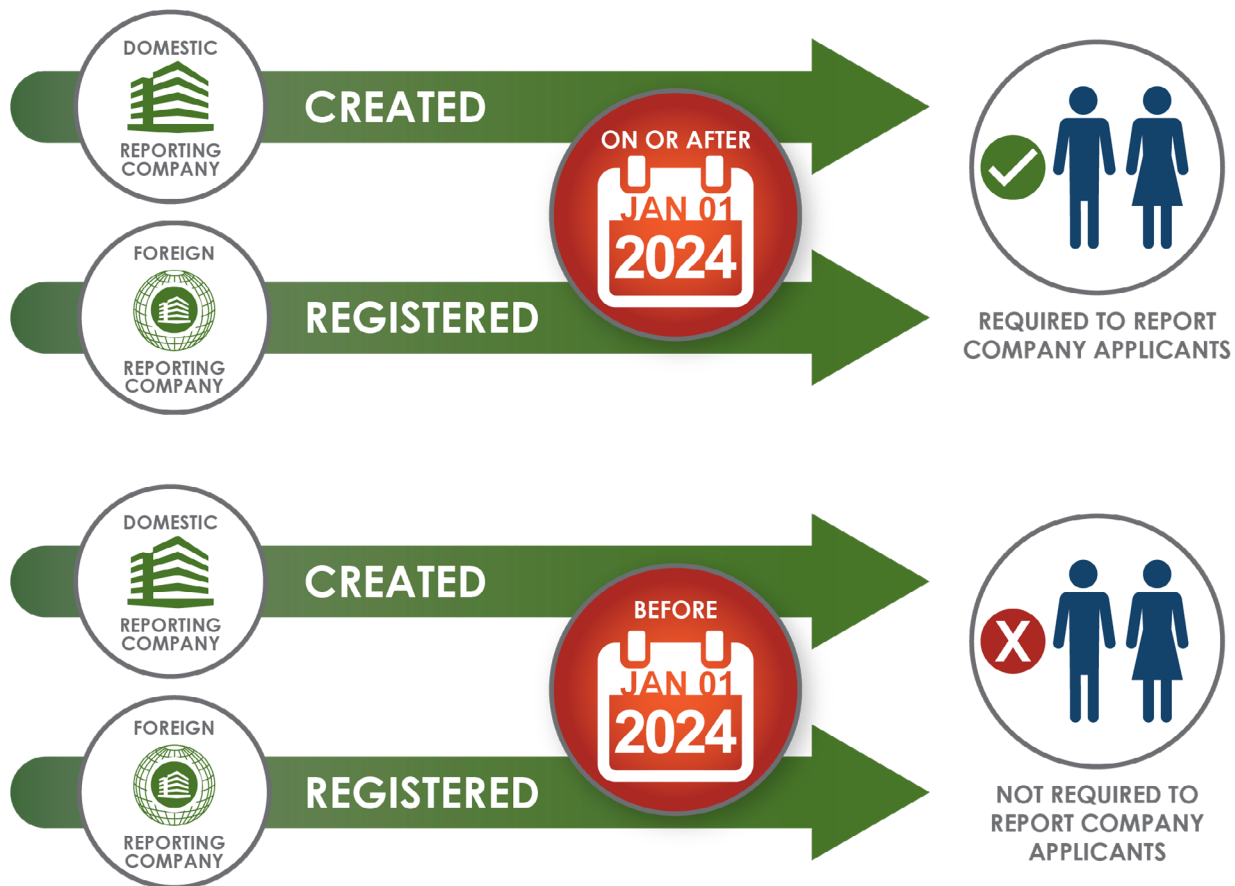
A reporting company **must report its company applicants** only if it is either a:

- Domestic reporting company created in the United States **on or after January 1, 2024**; or
- Foreign reporting company first registered to do business in the United States **on or after January 1, 2024**.

A reporting company **does not have to report its company applicants** if it is either a:

- Domestic reporting company created in the United States **before** January 1, 2024; or
- Foreign reporting company first registered to do business in the United States **before** January 1, 2024.

Below is summary of the company applicant reporting requirement. Chapter 3.1, “Is my company required to report its company applicants?” of FinCEN’s [Small Entity Compliance Guide](#) includes additional information.



[Issued September 18, 2023]

### **E.3. Is my accountant or lawyer considered a company applicant?**

An accountant or lawyer could be a company applicant, depending on their role in filing the document that creates or registers a reporting company. In many cases, company applicants may work for a business formation service or law firm.

An accountant or lawyer may be a company applicant if they directly filed the document that created or registered the reporting company. If more than one person is involved in the filing of the creation or registration document, an accountant or lawyer may be a company applicant if they are primarily responsible for directing or controlling the filing.

For example, an attorney at a law firm that offers business formation services may be primarily responsible for overseeing preparation and filing of a reporting company's incorporation documents. A paralegal at the law firm may directly file the incorporation documents at the attorney's request. Under those circumstances, the attorney and the paralegal are both company applicants for the reporting company.

[Issued September 18, 2023]

### **E.4. Can a company applicant be removed from a BOI report if the company applicant no longer has a relationship with the reporting company?**

No. A company applicant may not be removed from a BOI report even if the company applicant no longer has a relationship with the reporting company. A reporting company created on or after January 1, 2024, is required to report company applicant information in its initial BOI report, but is not required to file an updated BOI report if information about a company applicant changes.

[Issued November 16, 2023]

## **E. Reporting Requirements**

### **F.1. Will a reporting company need to report any other information in addition to information about its beneficial owners?**

Yes. The information that needs to be reported, however, depends on when the company was created or registered.

- If a reporting company is created or registered *on or after* January 1, 2024, the reporting company will need to report information about itself, its beneficial owners, **and** its company applicants.
- If a reporting company was created or registered *before* January 1, 2024, the reporting company only needs to provide information about itself and its beneficial owners. The reporting company does not need to provide information about its company applicants.

[Issued March 24, 2023]

### **F.2. What information will a reporting company have to report about itself?**

A reporting company will have to report:

1. Its legal name;
2. Any trade names, "doing business as" (d/b/a), or "trading as" (t/a) names;



3. The current street address of its principal place of business if that address is in the United States (for example, a U.S. reporting company's headquarters), or, for reporting companies whose principal place of business is outside the United States, the current address from which the company conducts business in the United States (for example, a foreign reporting company's U.S. headquarters);
4. Its jurisdiction of formation or registration; and
5. Its Taxpayer Identification Number (or, if a foreign reporting company has not been issued a TIN, a tax identification number issued by a foreign jurisdiction and the name of the jurisdiction).

A reporting company will also have to indicate whether it is filing an initial report, or a correction or an update of a prior report.

*FinCEN's [Small Entity Compliance Guide](#) includes a checklist to help identify the information required to be reported (see Chapter 4.1, "What information should I collect about my company, its beneficial owners, and its company applicants?").*

[Issued September 18, 2023]

### **F.3. What information will a reporting company have to report about its beneficial owners?**

For each individual who is a beneficial owner, a reporting company will have to provide:

1. The individual's name;
2. Date of birth;
3. Residential address; and
4. An identifying number from an acceptable identification document such as a passport or U.S. driver's license, and the name of the issuing state or jurisdiction of identification document (for examples of acceptable identification, see Question F.5).

The reporting company will also have to report an image of the identification document used to obtain the identifying number in item 4.

*FinCEN's [Small Entity Compliance Guide](#) includes a checklist to help identify the information required to be reported (see Chapter 4.1, "What information should I collect about my company, its beneficial owners, and its company applicants?").*

[Issued September 18, 2023]

### **F.4. What information will a reporting company have to report about its company applicants?**

For each individual who is a company applicant, a reporting company will have to provide:

1. The individual's name;
2. Date of birth;
3. Address; and

4. An identifying number from an acceptable identification document such as a passport or U.S. driver’s license, and the name of the issuing state or jurisdiction of identification document (for examples of acceptable identification, see Question F.5).

The reporting company will also have to report an image of the identification document used to obtain the identifying number in item 4.

If the company applicant works in corporate formation—for example, as an attorney or corporate formation agent—then the reporting company must report the company applicant’s business address. Otherwise, the reporting company must report the company applicant’s residential address.

*FinCEN’s [Small Entity Compliance Guide](#) includes a checklist to help identify the information required to be reported (see Chapter 4.1, “What information should I collect about my company, its beneficial owners, and its company applicants?”).*

[Issued September 18, 2023]

#### **F.5. What are some acceptable forms of identification that will meet the reporting requirement?**

The only acceptable forms of identification are:

1. A non-expired U.S. driver’s license (including any driver’s licenses issued by a commonwealth, territory, or possession of the United States);
2. A non-expired identification document issued by a U.S. state or local government, or Indian Tribe;
3. A non-expired passport issued by the U.S. government; or
4. A non-expired passport issued by a foreign government (only when an individual does not have one of the other three forms of identification listed above).

[Issued September 18, 2023]

#### **F.6. Is there a requirement to annually report beneficial ownership information?**

No. There is no annual reporting requirement. Reporting companies must file an initial BOI report and updated or corrected BOI reports as needed.

*FinCEN’s [Small Entity Compliance Guide](#) includes more information about when to file initial BOI reports in Chapter 5.1, “When should my company file its initial BOI report?” and when to file updated and corrected BOI reports in Chapter 6, “What if there are changes to or inaccuracies in reported information?”*

[Issued November 16, 2023]

### **G. Initial Report**

#### **G.1. When do I have to file an initial beneficial ownership information report with FinCEN?**

If your company existed before January 1, 2024, it must file its initial beneficial ownership information report by January 1, 2025.

If your company was created or registered on or after January 1, 2024, and before January 1, 2025, then it must file its initial beneficial ownership information report within 90 calendar days after receiving actual or public notice that its creation or registration is effective. Specifically, this 90-calendar day deadline runs from the time the company receives actual notice that its creation or registration is effective, or after a secretary of state or similar office first provides public notice of its creation or registration, whichever is earlier.

If your company was created or registered on or after January 1, 2025, it must file its initial beneficial ownership information report within 30 calendar days after receiving actual or public notice that its creation or registration is effective. The following sets out the initial report timelines.



The reporting requirement is effective on January 1, 2024. FinCEN will begin accepting beneficial ownership information reports on that date.



### INITIAL REPORTS

Required by all companies that meet the definition of **reporting company** and are not **exempt** from that definition.



#### Existing reporting companies

Created or registered to do business in the United States before January 1, 2024.  
Reports due by **January 1, 2025**.



#### New reporting companies

Created or registered to do business in the United States 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.

Chapter 5.1 “When should my company file its initial BOI report?” of FinCEN’s [Small Entity Compliance Guide](#) has additional information about the reporting timelines.

[Updated December 1, 2023]

### G.2. Can a parent company file a single BOI report on behalf of its group of companies?

No. Any company that meets the definition of a reporting company and is not exempt is required to file its own BOI report.

[Issued September 29, 2023]

**G.3. How can I obtain a Taxpayer Identification Number (TIN) for a new company within 30 days so that I can file an initial beneficial ownership information report on time?**

The Internal Revenue Service (IRS) offers a free online application for an Employer Identification Number (EIN), a type of TIN, which is provided immediately upon submission of the application. For more information on TINs, see [“Taxpayer Identification Numbers \(TIN\)”](#) on the IRS.gov website. For more information on Employer Identification Numbers and to access the EIN online application, see [“Apply for an Employer Identification Number \(EIN\) Online”](#) on the IRS.gov website.

A paper filing is required if a foreign person that does not have an Individual Taxpayer Identification Number (ITIN) applies for an EIN. According to the IRS, receiving an EIN through this process could take six to eight weeks. If you are a foreign person that may need to obtain an EIN for a reporting company, we recommend applying early for an ITIN. Foreign reporting companies that are not subject to U.S. corporate income tax may report a foreign tax identification number and the name of the relevant jurisdiction instead of an EIN or TIN.

[Issued November 16, 2023]

**G.4. Should an initial BOI report include historical beneficial owners of a reporting company, or only beneficial owners as of the time of filing?**

An initial BOI report should only include the beneficial owners as of the time of the filing. Reporting companies should notify FinCEN of changes to beneficial owners and related BOI through updated reports.

*FinCEN’s [Small Entity Compliance Guide](#) includes more information about when to file updated or corrected BOI reports in Chapter 6, “What if there are changes to or inaccuracies in reported information?”*

[Issued November 16, 2023]

**H. Updated Report**

**H.1. What should I do if previously reported information changes?**

If there is **any change** to the required information about your company or its beneficial owners in a beneficial ownership information report that your company filed, your company must file an updated report no later than 30 days after the date of the change.

A reporting company is not required to file an updated report for any changes to previously reported information about a company applicant.

The following infographic sets out **updated reports timelines**.



### **UPDATED REPORTS**

Required when there is a change to previously reported information about the reporting company itself or its beneficial owners.



Updated reports due within **30 calendar days** after a change occurs.

Chapter 6.1, “What should I do if previously reported information changes?” of FinCEN’s [Small Entity Compliance Guide](#) provides additional information.

[Issued September 18, 2023]

## **H.2. What are some likely triggers for needing to update a beneficial ownership information report?**

The following are some examples of the changes that would require an updated beneficial ownership information report:

- Any change to the information reported for the reporting company, such as registering a new business name.
- A change in beneficial owners, such as a new CEO, or a sale that changes who meets the ownership interest threshold of 25 percent (see Question D.4 for more information about ownership interests).
- Any change to a beneficial owner’s name, address, or unique identifying number previously provided to FinCEN. If a beneficial owner obtained a new driver’s license or other identifying document that includes a changed name, address, or identifying number, the reporting company also would have to file an updated beneficial ownership information report with FinCEN, including an image of the new identifying document.

FinCEN’s [Small Entity Compliance Guide](#) provides additional guidance on triggers requiring an updated beneficial ownership information report (see Chapter 6.1 “What should I do if previously reported information changes?”).

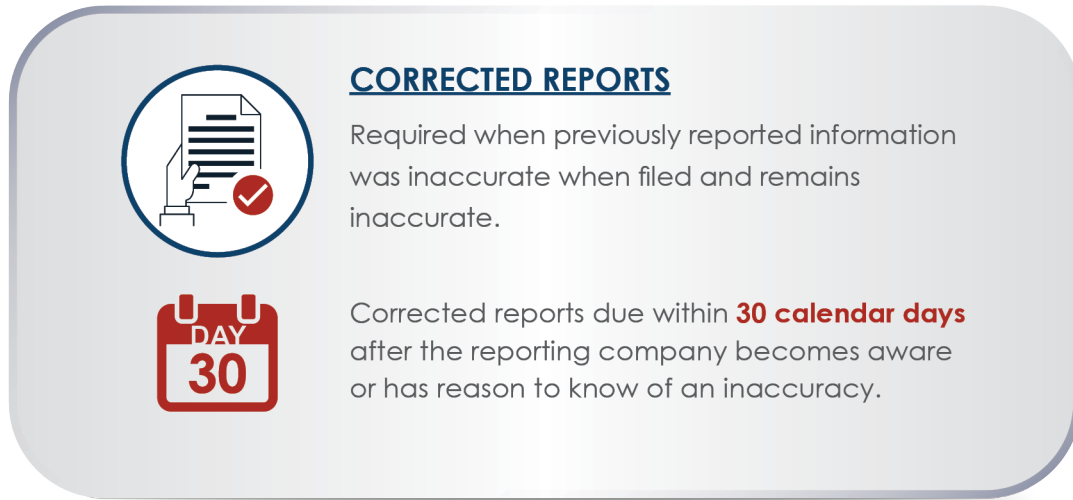
[Issued September 18, 2023]

## **I. Corrected Report**

### **I.1. What should I do if I learn of an inaccuracy in a report?**

If a beneficial ownership information report is inaccurate, your company must correct it no later than 30 days after the date your company became aware of the

inaccuracy or had reason to know of it. This includes any inaccuracy in the required information provided about your company, its beneficial owners, or its company applicants. The following infographic sets out the **corrected report timelines**.



**CORRECTED REPORTS**

Required when previously reported information was inaccurate when filed and remains inaccurate.

Corrected reports due within **30 calendar days** after the reporting company becomes aware or has reason to know of an inaccuracy.

Chapter 6.2, “What should I do if I learn of an inaccuracy in a report?” of FinCEN’s [Small Entity Compliance Guide](#) includes additional information about correcting inaccurate beneficial ownership information reports filed with FinCEN.

[Updated September 29, 2023]

### **J. Newly Exempt Entity Report**

#### **J.1. What should a reporting company do if it becomes exempt after already filing a report?**

If a reporting company filed a beneficial ownership information report but then becomes exempt from filing the report, the company should file an updated report indicating that it is no longer a reporting company. An updated BOI report for a newly exempt entity will only require that: (1) the entity identify itself; and (2) check a box noting its newly exempt status.

Chapter 6.3, “What should my company do if it becomes exempt after already filing a report?” of FinCEN’s [Small Entity Compliance Guide](#) includes more information.

[Issued September 18, 2023]

### **K. Compliance/Enforcement**

#### **K.1. What happens if a reporting company does not report beneficial ownership information to FinCEN or fails to update or correct the information within the required timeframe?**

FinCEN is working hard to ensure that reporting companies are aware of their obligations to report, update, and correct beneficial ownership information. FinCEN understands this is a new requirement. If you correct a mistake or omission within 90 days of the deadline for the original report, you may avoid being penalized. However, you could face civil and criminal penalties if you disregard your beneficial ownership information reporting obligations.

FinCEN’s [Small Entity Compliance Guide](#) provides more information about enforcement of the requirement (see Chapter 1.3, “What happens if my company does not report BOI in the required timeframe?”).

[Issued September 18, 2023]

## **L. Reporting Company Exemptions**

### **L.1. What are the criteria for the tax-exempt entity exemption from the beneficial ownership information reporting requirement?**

An entity qualifies for the tax-exempt entity exemption if **any** of the following four criteria apply:

- |   |
|---|
| (1) The entity is an organization that is described in section 501(c) of the <a href="#">Internal Revenue Code of 1986</a> (Code) (determined without regard to section 508(a) of the Code) and exempt from tax under section 501(a) of the Code. |
| (2) The entity is an organization that is described in section 501(c) of the Code, and was exempt from tax under section 501(a) of the Code, but lost its tax-exempt status less than 180 days ago.   |
| (3) The entity is a political organization, as defined in section 527(e)(1) of the Code, that is exempt from tax under section 527(a) of the Code.  |
| (4) The entity is a trust described in paragraph (1) or (2) of section 4947(a) of the Code.   |

FinCEN’s [Small Entity Compliance Guide](#) includes checklists for this exemption (see exemption #19) and for the additional exemptions to the reporting requirements (see Chapter 1.2, “Is my company exempt from the reporting requirements?”).

[Issued September 18, 2023]

**L.2. What are the criteria for the inactive entity exemption from the beneficial ownership information reporting requirement?**

An entity qualifies for the inactive entity exemption if **all six** of the following criteria apply:

- |   |
|---|
| (1) The entity was in existence on or before January 1, 2020.   |
| (2) The entity is not engaged in active business.   |
| (3) The entity is not owned by a <i>foreign person</i> , whether directly or indirectly, wholly or partially. “Foreign person” means a person who is not a United States person. A United States person is defined in section 7701(a)(30) of the <a href="#">Internal Revenue Code of 1986</a> as a citizen or resident of the United States, domestic partnership and corporation, and other estates and trusts. |
| (4) The entity has not experienced any change in ownership in the preceding twelve-month period.  |
| (5) The entity has not sent or received any funds in an amount greater than \$1,000, either directly or through any financial account in which the entity or any affiliate of the entity had an interest, in the preceding twelve-month period.   |
| (6) The entity does not otherwise hold any kind or type of assets, whether in the United States or abroad, including any ownership interest in any corporation, limited liability company, or other similar entity.   |

FinCEN’s [Small Entity Compliance Guide](#) includes checklists for this exemption (see exemption #23) and for the additional exemptions to the reporting requirements (see Chapter 1.2, “Is my company exempt from the reporting requirements?”).

[Issued September 18, 2023]

**L.3. What are the criteria for the subsidiary exemption from the beneficial ownership information reporting requirement?**

Subsidiaries of certain types of entities that are exempt from the beneficial ownership information reporting requirements may also be exempt from the reporting requirement.



An entity qualifies for the subsidiary exemption if the following applies:

The entity's ownership interests are controlled or wholly owned, directly or indirectly, by **any** of these types of exempt entities:

- Securities reporting issuer;
- Governmental authority;
- Bank;
- Credit union;
- Depository institution holding company;
- Broker or dealer in securities;
- Securities exchange or clearing agency;
- Other Exchange Act registered entity;
- Investment company or investment adviser;
- Venture capital fund adviser;
- Insurance company;
- State-licensed insurance producer;
- Commodity Exchange Act registered entity;
- Accounting firm;
- Public utility;
- Financial market utility;
- Tax-exempt entity; or
- Large operating company.

FinCEN's [Small Entity Compliance Guide](#) includes definitions of the exempt entities listed above and a checklist for this exemption (see exemption #22). FinCEN's Guide also includes checklists for the additional exemptions to the reporting requirements (see Chapter 1.2, "Is my company exempt from the reporting requirements?").

[Issued September 18, 2023]

**L.4. If I own a group of related companies, can I consolidate employees across those companies to meet the criteria of a large operating company exemption from the reporting company definition?**

No. The large operating company exemption requires that the entity itself employ more than 20 full-time employees in the United States and does not permit consolidation of this employee count across multiple entities.

FinCEN's [Small Entity Compliance Guide](#) includes a checklist for this exemption (see exemption #21).

[Issued November 16, 2023]

### **L.5. How does a company report to FinCEN that the company is exempt?**

A company does not need to report to FinCEN that it is exempt from the BOI reporting requirements if it has always been exempt.

If a company filed a BOI report and later qualifies for an exemption, that company should file an updated BOI report to indicate that it is newly exempt from the reporting requirements. Updated BOI reports are filed electronically through the secure filing system. An updated BOI report for a newly exempt entity will only require that the entity: (1) identify itself; and (2) check a box noting its newly exempt status.

[Issued November 16, 2023]

## **M. FinCEN Identifier**

### **M.1. What is a FinCEN identifier?**

A “FinCEN identifier” is a unique identifying number that FinCEN will issue to an individual or reporting company upon request after the individual or reporting company provides certain information to FinCEN. An individual or reporting company may only receive one FinCEN identifier.

*FinCEN’s [Small Entity Compliance Guide](#) includes additional information on FinCEN identifiers in Chapter 4.3, “What is a FinCEN identifier and how can I use it?”*

[Issued September 29, 2023]

### **M.2. How can I use a FinCEN identifier?**

When an individual who is a beneficial owner or company applicant has obtained a FinCEN identifier, reporting companies may report the FinCEN identifier of that individual in the place of that individual’s otherwise required personal information on a beneficial ownership information report.

The use of FinCEN identifiers obtained by reporting companies is the subject of ongoing rulemaking. FinCEN anticipates providing additional guidance when that rulemaking is finalized.

[Issued September 29, 2023]

### **M.3. How do I request a FinCEN identifier?**

Individuals will be able to request a FinCEN identifier on or after January 1, 2024, by completing an electronic web form. Individuals will need to provide their full legal name, date of birth, address, unique identifying number and issuing jurisdiction from an acceptable identification document, and an image of the identification document. After an individual submits this information, the individual will immediately receive a FinCEN identifier unique to that individual.

Reporting companies may request a FinCEN identifier by checking a box on the beneficial ownership information report when they submit the report. After the reporting company submits the report, the reporting company will immediately receive a FinCEN identifier unique to that company. If a reporting company wishes to request a FinCEN identifier after submitting its initial beneficial ownership report, it

may submit an updated beneficial ownership information report requesting a FinCEN identifier, even if the company does not otherwise need to update its information.

[Issued September 29, 2023]

**M.4. Are FinCEN identifiers required?**

No. An individual or reporting company is not required to obtain a FinCEN identifier.

[Issued September 29, 2023]

**M.5. Do I need to update or correct the information I submitted to obtain a FinCEN identifier?**

Yes. Individuals must update or correct information through the FinCEN identifier application that is also used to request a FinCEN identifier.

- Individuals must report any change to the information they submitted to obtain a FinCEN identifier no later than 30 days after the date on which the change occurred.
- If there is any inaccuracy in this information, an individual must correct the information no later than 30 days after the date the individual became aware of the inaccuracy or had reason to know of it.

Reporting companies with a FinCEN identifier must update or correct the company's information by filing an updated or corrected beneficial ownership information report, as appropriate.

[Issued September 29, 2023]

**M.6. Is there any way to deactivate an individual's FinCEN identifier that is no longer in use so that the individual no longer has to update the information associated with it?**

FinCEN is actively assessing options to allow individuals to deactivate a FinCEN identifier so that they do not need to update the underlying personal information on an ongoing basis. FinCEN will provide additional guidance on this functionality upon completion of that process.

[Issued September 29, 2023]

**N. Third-Party Service Providers**

**N.1. Can a third-party service provider assist reporting companies by submitting required information to FinCEN on their behalf?**

Yes. Reporting companies may use third-party service providers to submit beneficial ownership information reports. Third-party service providers will have the ability to submit the reports via FinCEN's E-Filing system and/or an Application Programming Interface (API). Technical specifications for the API will be made available at a later date.

[Issued September 29, 2023]