


# COMMONWEALTH OF MASS: ANNUAL REPORTS

## WHAT IS AN ANNUAL REPORT?

It's a required report for business entities that have gone through the formation process in their state. It confirms the location of the office, board or registered agents on an annual basis.

## WHEN IS AN ANNUAL REPORT DUE?

For LLC's it's due the anniversary of formation. For Corporations, it's due March 15th, for Non-profits it's due November 1st.



## WHAT IS THE COST?

For LLC's it's \$500/year, Corporations \$125.00, and Non-profits \$18.50. There are also processing fees

Entity Type	Due	Fee
LLC	Anniversary of formation, for the current year	\$500.00 + \$20.00 online processing
Corporation	March 15 for the prior year (In 2024 they are filing for 2023)	\$125.00 + \$10.00 online processing
Non-profit	Typically, November 1 (2.5 mos after fiscal close).	\$18.50 + \$3.50 online processing fee

- ## QUICK STEPS
1. Search your business entity on the [Massachusetts Corporate Web Search](#) webpage.
  2. Review the information and note if any changes are needed.
  3. Login to the Commonwealth of [Massachusetts Corporate Online Filing System](#).
    - o If you do not have login information then contact their office at [corpcid@sec.state.ma.us](mailto:corpcid@sec.state.ma.us)
  4. Choose Annual Report, fill in the information, and submit.
  5. Make a payment. The payment amount differs based on what kind of business entity you are, see above chart.