

END-OF-YEAR DUE DILIGENCE CONSIDERATIONS

Many corporate changes have taken place over the past year. Here are some situations to account for and how we can help.



RENEWALS

ANNUAL REPORTS

Make sure annual renewals/reports are filed so the company isn't administratively dissolved as it can negatively affect many aspects of your business.

Jurisdictions vary, let us help with required renewals.

Verify Registered Agent information. Let us know if you need [Registered Agent Services](#).



REFINANCE

CORPORATE AMENDMENT FILINGS

Be aware of any changes, such as a name change or a new address. An amendment will need to be filed to keep the business records up to date.

Some changes can be made along with the annual renewal, others may require additional paperwork.

Count on our [Corporate Filing experts](#) for compliance.



MERGER OR
ACQUISITION

DISSOLUTIONS & WITHDRAWALS

Properly dissolve or withdraw from states where operations have ceased. This will avoid having to pay potential taxes in that jurisdiction in the next year.

Every state, entity type, and form is different. [We can help](#) you get sorted!

Most states require that this type of paperwork be filed before Dec. 31st.



EXPANSION

BUSINESS LICENSES

Obtain all appropriate business licenses & keep note of their renewal dates.

If your clients have expanded or changed their address in the past year, you might need new or updated licenses.



MAINTENANCE

UPDATE UCCs

Review loan files to uncover any needed UCC changes, such as an address or name change of a debtor.

Our [Database Direct](#) system makes UCCs a breeze.

Let us know if you need a current list of your active UCCs to review.