

PA Annual Report Compliance Checklist

Everything Pennsylvania business owners need to know about the new annual report requirement — and what to do about it before 2027.

What Changed in Pennsylvania

In 2022, Pennsylvania passed Act 122, the biggest update to its business entity laws in decades. Among the changes: **every registered business entity in Pennsylvania must now file an annual report** with the Department of State.

This affects LLCs, corporations (S-Corp, C-Corp), LPs, LLPs, and foreign entities registered to do business in PA. The filing fee is just \$7 — but the consequences of not filing are severe.

CRITICAL DEADLINE: Starting in 2027, failure to file your annual report will result in administrat

Key Dates

Year	What Happens
2024	Annual report system launched. First filing window opens.
2025	All PA entities must file annually. \$7 fee per entity.
2026	Second full filing year. Reminders sent by DOS.
2027	Enforcement begins. Non-filers face dissolution/termination.

Your Compliance Checklist

Use this checklist to confirm your entity is protected:

- **1. Verify your entity status** Search for your entity at file.dos.pa.gov. Confirm it shows "Active" or "Current."
- **2. Check your registered office** Every PA entity must have a registered office on file. If yours is a home address, co

- **3. Confirm your annual report is filed** Log in to file.dos.pa.gov and verify your most recent annual report filing. Your next filing window opens based on the last digit of your entity number.
- **4. Set deadline reminders** Your filing window opens based on the last digit of your entity number. Set reminders for your filing window.
- **5. Update your contact information** Make sure the Department of State has your current mailing address and email. This information is used for all communications.
- **6. Review your entity information** Verify your entity name, type, and principal office address are accurate before filing.
- **7. Plan for 2027 enforcement** Starting 2027, non-filing leads to dissolution. Set up automated monitoring or hire a professional to ensure compliance.
- **8. Consider a CROP provider** A Commercial Registered Office Provider handles your registered office, forwards documents, and provides compliance services.

When Is Your Report Due?

Pennsylvania assigns filing deadlines based on the **last digit of your entity number**. Find yours at file.dos.pa.gov:

Last Digit	Filing Quarter
1 or 2	January 1 – March 31
3 or 4	April 1 – June 30
5 or 6	July 1 – September 30
7 or 8	October 1 – December 31
9 or 0	January 1 – March 31 (following year)

Need help? PA CROP Services handles all of this for you.

Registered office address, same-day document scanning, 5 deadline reminders, annual report filing, and a compliance dashboard — from \$99/year.

pacropservices.com | 814-228-2822 | hello@pacropservices.com

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