



2025 Foreign Entity BOI Filing Checklist

Prepared by boi.pancothink.com | Latest Update: April 2026

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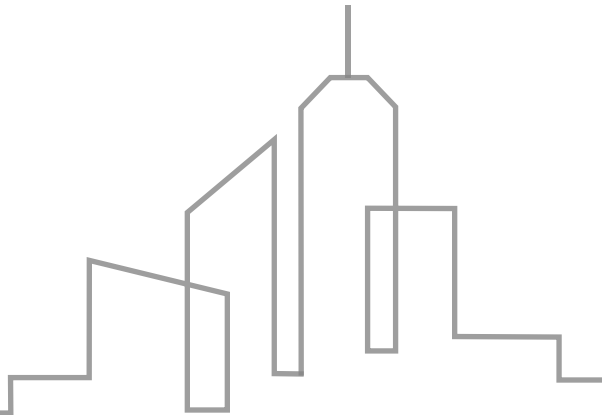
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01

Basic Entity Information



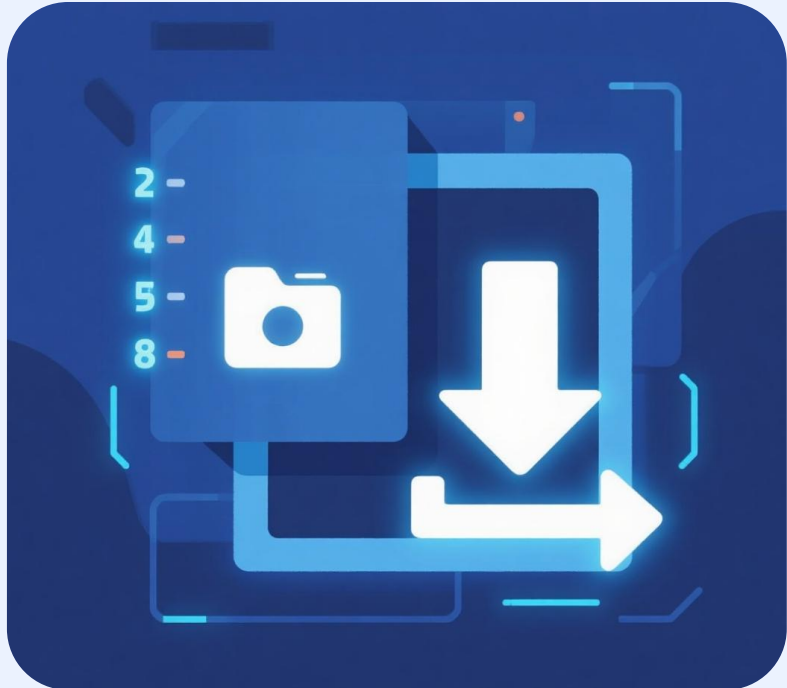
Part 1: Basic Entity Information (Company Level)

- 1 Legal Name: Full name as registered in the foreign country.
- 2 DBA/Trade Names: Any names used to conduct business in the U.S.
- 3 U.S. Business Address: Must be a physical address (No P.O. Boxes allowed).
- 4 Jurisdiction of Formation: The foreign country where the company was incorporated.
- 5 State of U.S. Registration: The first U.S. State where the company registered to do business.
- 6 Tax ID (TIN/EIN): U.S. Employer Identification Number (If assigned).

02

Beneficial Owner Information





Full Legal Name & Date of Birth.

Residential Address: The individual's current home address.

Unique ID Number: From a valid Passport or Driver's License.

Image Upload/Copy: High-quality image of the ID document.

FinCEN ID (Optional): If the individual already has a pre-assigned FinCEN ID.

03

2025 Filing Deadlines (Critical Update)





Check if overdue!

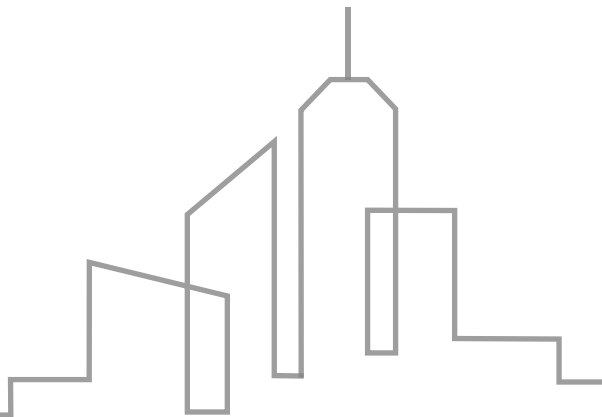
Pre-2024 Entities:
Deadline was Jan 1,
2025)

Registered in 2024:
90 calendar days from
the date of U.S.
registration.

Registered in 2025:
30 calendar days from
the date of U.S.
registration.

04

Document Preparation





- Digital copy of the Foreign Passport (Must be valid/unexpired).
- Certificate of Status/Registration from the U.S. state of filing.



Disclaimer:

This checklist is for informational purposes only and does not constitute legal advice. Visit boi.pancothink.com for the interactive calculator.

THE END

Thank You