



## Limited Liability Company Assessment of Annual Registration Fees (§13.1-1062)

The SCC has adopted a regulation, effective April 30, 2011, by which limited liability companies (LLC) are assessed annual registration fees based on the anniversary month of their formation (if a Virginia LLC) or registration to transact business in Virginia (if a foreign LLC).

The Commission will mail each company a notice of assessment approximately two months prior to its anniversary month. The annual registration fee payment is due by the last day of the anniversary month of formation or registration.

Anniversary Month of Formation or Registration	Assessment Date	Notice of Assessment Mailing Month	Payment Due Date	Automatic Cancellation Date for Nonpayment of Fee
July	May 1, 2011	May, 2011	July 31, 2011	October 31, 2011
August	June 1, 2011	June, 2011	August 31, 2011	November 30, 2011
September	July 1, 2011	July, 2011	September 30, 2011	December 31, 2011
October	August 1, 2011	August, 2011	October 31, 2011	January 31, 2012
November	September 1, 2011	September, 2011	November 30, 2011	February 29, 2012
December	October 1, 2011	October, 2011	December 31, 2011	March 31, 2012
January	November 1, 2011	November, 2011	January 31, 2012	April 30, 2012
February	December 1, 2011	December, 2011	February 29, 2012	May 31, 2012
March	January 1, 2012	January, 2012	March 31, 2012	June 30, 2012
April	February 1, 2012	February, 2012	April 30, 2012	July 31, 2012
May	March 1, 2012	March, 2012	May 31, 2012	August 31, 2012
June	April 1, 2012	April, 2012	June 30, 2012	September 30, 2012

- A company that fails to pay its annual registration fee by the last day of the anniversary month of formation or registration incurs a \$25 late penalty fee.
- If the registration fee remains unpaid, the company's existence will be automatically cancelled the last day of the third month following the due date of the fee.

The revised schedule for LLCs will result in more efficient handling of the large volume of LLC payments and associated paperwork by the SCC's Clerk's Office. It will also help the office prepare for the addition of online payments for LLCs to its [SCC eFile](#) website.

For more information, call the Clerk's Office Call Center at (804) 371-9733 or toll-free in Virginia at 1-866-722-2551, Monday-Friday, 8:15a.m.-5:00p.m.

Joel H. Peck  
Clerk of the Commission

The Office of the Clerk serves as the central filing office for all Virginia and foreign corporations, limited liability companies, general and limited partnerships, and business trusts that are authorized to transact business in Virginia (to obtain information about a sole proprietorship, contact the locality where the business is conducted).

The Clerk's Office also serves as the central location in Virginia for the filing and indexing of Uniform Commercial Code (UCC) financing statements and certain federal tax liens.

### Virginia State Corporation Commission

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#### Office of the Clerk

(804) 371-9733 • 1-866-722-2551  
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<http://www.scc.virginia.gov/>