

LLC Annual Report Filing Kit

State-by-State Reference Table + Fillable Prep Worksheet — ClearLegalTips.com (2026)

An LLC annual report is a housekeeping filing, not a financial report. The state wants current basics on the public record: your LLC's name and principal address, your registered agent, and usually the names of members or managers. The same check-in filing goes by different names state to state — annual report, Statement of Information (California), biennial statement (New York), annual list (Nevada), or Public Information Report (Texas). Use the verified reference table below to find your fee and deadline, then fill in your own details in the prep worksheet so you can file online in one sitting.

Verified 2026 Fees — Seven States (Checked on Official State Pages, July 2026)

State	What You File	Verified Fee	When
California	Statement of Information (Form LLC-12)	\$20	Every 2 years in a 6-month window; first one within 90 days of formation; \$250 penalty if ignored
New York	Biennial Statement	\$9	Every 2 years, in your anniversary month
Texas	Public Information Report (with franchise tax filing)	\$0	May 15; franchise tax owed only above the \$2,650,000 no-tax-due threshold (2026)
Florida	Annual Report (Sunbiz)	\$138.75	January 1 to May 1; \$538.75 total after May 1
Delaware	No report; flat annual LLC tax	\$300	June 1; \$200 penalty plus 1.5%/month interest if late
Washington	Annual Report	\$70	Anniversary month; \$25 late fee (fee rose from \$60 in 2026)
Nevada	Annual List + State Business License renewal	\$150 + \$200 (\$350 total)	Last day of anniversary month

Fees range from \$9 in New York to \$350 a year in Nevada, so there is no national answer to "how much is an annual report." Fees also move — Washington's rose this year. Before you pay, confirm the current number on your own state's official filing portal (a .gov site) rather than trusting any third-party table forever, including this one.

The Three Deadline Models — Know Which One Is Yours

1. Anniversary-based

The report is due in (or by the end of) the month your LLC was formed, each year or every other year. Washington, Nevada, and New York work this way. Your formation date is on your

approved Articles of Organization.

2. Fixed statewide date

Everyone files by the same date regardless of formation month. Florida's window runs January 1 to May 1; Texas franchise filings are due May 15. Easy to calendar, easy to miss in the spring tax pile-up.

3. Multi-year cycles

California and New York only want to hear from LLCs every two years. The trap is the long gap. California's first Statement of Information is due within 90 days of formation, then the two-year cycle starts.

Whichever model applies, the state usually mails or emails a reminder to your registered agent — which only works if your agent information is current.

Your LLC — Prep Worksheet

Gather this information before you start the online process so you can finish in one sitting. Fill in the blanks below.

Company

LLC legal name: _____

State of registration: _____

Entity / file number: _____

Formation date (for anniversary states): _____

Filing details for this state (from the table above)

Filing name (annual report / Statement of Information / etc.): _____

Deadline model (anniversary / fixed date / every 2 years): _____

Verified fee: _____

Due date this year: _____

Details to Confirm or Update

Registered agent (current name & address): _____

Principal office address: _____

Member / manager names: _____

Multi-state LLCs — one report per registration

If your LLC is registered to do business in other states ("foreign registration"), each of those states expects its own report, on its own schedule, at its own fee. List every state and its due date below.

State 2 — filing / fee / due date: _____

State 3 — filing / fee / due date: _____

State 4 — filing / fee / due date: _____

After Filing

Confirmation / receipt number: _____

Date filed: _____

Next year's due date (calendar it now): _____

INSTRUCTIONS FOR USE

How to use this kit: (1) Find your state in the reference table to confirm your filing name, fee, and deadline model. (2) If your state is not among the seven verified here, search "[your state] Secretary of State annual report" and confirm the fee on the official .gov portal. (3) Fill in the prep worksheet, then file online through your Secretary of State's portal — it typically takes about ten minutes with your entity number and a card. (4) Save the stamped confirmation with your operating agreement and calendar next year's deadline. Repeat for every state where you hold a registration.

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