

2024 - ANNUAL REPORT INSTRUCTION FORM (Oregon LLCs)

FOLLOW INSTRUCTIONS EXACTLY WHEN COMPLETING THIS FORM. PLEASE PRINT.

Customer ID Number	Return Date 12/15/2023	Company Name	Registration Year 01/19/2023
Business Address			
Please Respond By: 01/19/2024 For Timely Fulfillment			

Oregon laws require limited liability companies registered to do business in the state to timely file an annual report. If a company does not file an annual report within 45 days after the due date, it may be at risk for penalties.

OREGON REVISED STATUTES § 63.787: "A domestic limited liability company, and a foreign limited liability company authorized to transact business in this state, shall by the limited liability company's anniversary deliver to the office of the Secretary of State for filing an annual report..."

If the business entity is still in active status, W.C.S., a third-party private entity, will assist for a fee in the filing of your annual report.

W.C.S. IS NOT A GOVERNMENT AGENCY AND DOES NOT HAVE A CONTRACT WITH ANY GOVERNMENTAL AGENCY TO PROVIDE THIS SERVICE.

To utilize this service, follow the steps below. W.C.S. will not disclose any information about your business to any third-party, including competitors, unless required by law. Mail the completed form with \$225.00 in the enclosed envelope. Please respond today!

STEP 1. Verify the accuracy of the pre-printed business information. Make any necessary changes and complete any missing information.

Name of Domestic Limited Liability Company	Description of Business Activity
Principal Place of Business	Jurisdiction OREGON
Mailing Address	

STEP 2. Registered Agent (make changes where necessary)

Registered Agent Name	Registered Agent is an <input checked="" type="checkbox"/> Individual <input type="checkbox"/> Entity of Record (registered in OR)
Registered Agent Address (cannot be a PO Box)	Registered Agent Number

STEP 3. Provide the names and addresses of all managers (if LLC is manager-managed) or of at least one member (if LLC is member-managed). Attach an additional sheet if necessary.

Manager or Managing Member Name	<input type="checkbox"/> Member <input type="checkbox"/> Manager
Manager or Managing Member Address	
Manager or Managing Member Name	<input type="checkbox"/> Member <input type="checkbox"/> Manager
Manager or Managing Member Address	
Manager or Managing Member Name	<input type="checkbox"/> Member <input type="checkbox"/> Manager
Manager or Managing Member Address	

STEP 4. PAYMENT INFORMATION - Complete payment to file your annual report.

CHECK ENCLOSED FOR \$225.00

Please make your check payable to:
 W.C.S.
 2755 Commercial St. SE, Ste. 101-260
 Salem, OR 97302

Further assistance:
 Call (971) 231-0138
 All orders will be fulfilled from our corporate office at 7718 Northport, Lansing, MI 48917

ALL W.C.S. PROCESSING FEES ARE 100% FULLY GUARANTEED.

STEP 5. I authorize an electronic signature on behalf of the above-named LLC. I understand that W.C.S., a private entity, is not a government agency and is not providing legal advice. This is not an invoice and I am not required to use W.C.S.'s services. I verify that the information provided is current and accurate as of the date of my signature below.

Signature (to be signed by a manager, managing member or other authorized member) *REQUIRED*	Print Name Clearly
Tax ID	Phone
Email Address *REQUIRED*	Date

THE STATE OF OREGON ANNUAL REPORT CAN BE FILED DIRECTLY WITH THE STATE FOR THE STATUTORY \$100 FEE.