



United States Business Regulations Department

Document Filing Division
Washington D.C.

1-855-260-6959
support@brdportal.us

Business Name: [REDACTED]

Notice ID #: B111636

File By: 12/15/2023

Subject: Important Compliance Notice - Mandatory Ownership Information Reporting - Filing Requirement

Dear [REDACTED]

This letter is to inform you of a federal filing requirement. Your business has a reporting obligation under new federal legislature aimed at preventing financial crimes. You must provide updated ownership for the above listed entity. This information will help curb financial crimes such as money laundering and terrorism financing by augmenting transparency in corporate structures.

This reporting is mandatory for the majority of businesses in the United States. Your receiving of this letter nor your obligation to file is an indicator you have or are suspect of having committed any crimes. This is a proactive requirement aimed at helping create more transparency in ownership structures. This will prevent bad actors from hiding behind corporate shields.

This reporting takes approximately 5 minutes and your cooperation is appreciated.

Penalties for Non-Compliance

The penalties for noncompliance can be severe. Companies that fail to file the required report or that file false or misleading information, may be subject to civil fines of up to \$500 per day, criminal fines of up to \$10,000, and/or imprisonment for up to two years.

How to File

At the Business Regulations Department (BRD) we have simplified the reporting process with a new online portal. Follow the steps below:

- Go to www.brd-filing.us or scan the QR Code.
- Carefully read instructions and have required information ready.
- You must complete the filing in one session. You cannot save progress.
- Filing must be completed by a corporate officer, board member, owner or paid preparer with the power to act on behalf of the entity.
- Make sure all information provided is accurate and up to date.



Sincerely,