

**Example 1: Letter Impersonating the Washington Secretary of State**



State of Washington  
Corporations & Charities Division

P.O. Box 5, Olympia, WA. 98507-0005

UBI TYPE: LLC

DUE DATE: 12-31-2024

UBI NUMBER: [REDACTED]

STATEMENT DATE: 12-13-2024

**Service For**



**Billing Summary**

Business Entity Default Fee.	\$180
Annual Report Filing Fee.	+\$50
State of Washington Tax.	\$0.00

**Total Amount Due** **\$230**  
By 12-31-2024

**Required State of Information**

Statement Under Washington State law, all Limited Liability Companies (LLCs) are required to file formation documents with a \$180 default fee as per RCW 25.15. Additional fees apply depending on the services requested. For example, a \$50 fee applies for trademark amendments or other changes, regulated under RCW 19.77. Nonprofit corporations may qualify for a reduced filing fee of \$40 under RCW 24.03A if their gross revenue is under \$500,000.

Businesses must also submit an Annual Report under RCW 23.95.255, which includes the appointment of a registered agent under RCW 23.95.415. The registered agent is responsible for receiving legal documents on behalf of the business. Failure to file the Annual Report or update the Statement of Information can result in administrative dissolution, as specified in RCW 23.95.615. Businesses may also incur late fees or penalties if filings are not made in a timely manner.

Maintaining compliance with all filing requirements is crucial to ensure the business remains in good standing with the state.

**Payment Instructions**

Please make all checks or money orders payable to **Business Entities**. Ensure your payment includes your UBI Number: [REDACTED] and mail it to the address provided in the next box.

State of Washington  
Business Entities  
PO Box 5  
Olympia, WA. 98507-0005

**Example 2: Letter Impersonating the Washington Secretary of State**

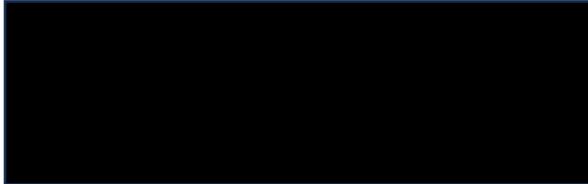


State of Washington  
Corporations & Charities Division

900 Jefferson ST SE, Sacramento, CA. 95818 – 8830  
P.O. Box 188830, Olympia, CA. 95818 – 8830

UBI TYPE: LLC  
DUE DATE: 11-19-2024  
UBI NUMBER: [REDACTED]  
STATEMENT DATE: 11-05-2024

**Service For**



**Billing Summary**

Business Entity Default Fee.	\$180
Annual Report Filing Fee.	+ \$50
State of Washington Tax.	\$0.00

**Total Amount Due \$230**  
By 11-19-2024

**Required State of Information**

Statement Under Washington State law, all Limited Liability Companies (LLCs) are required to file formation documents with a \$180 default fee as per RCW 25.15. Additional fees apply depending on the services requested. For example, a \$50 fee applies for trademark amendments or other changes, regulated under RCW 19.77. Nonprofit corporations may qualify for a reduced filing fee of \$40 under RCW 24.03A if their gross revenue is under \$500,000.

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**Payment Instructions**



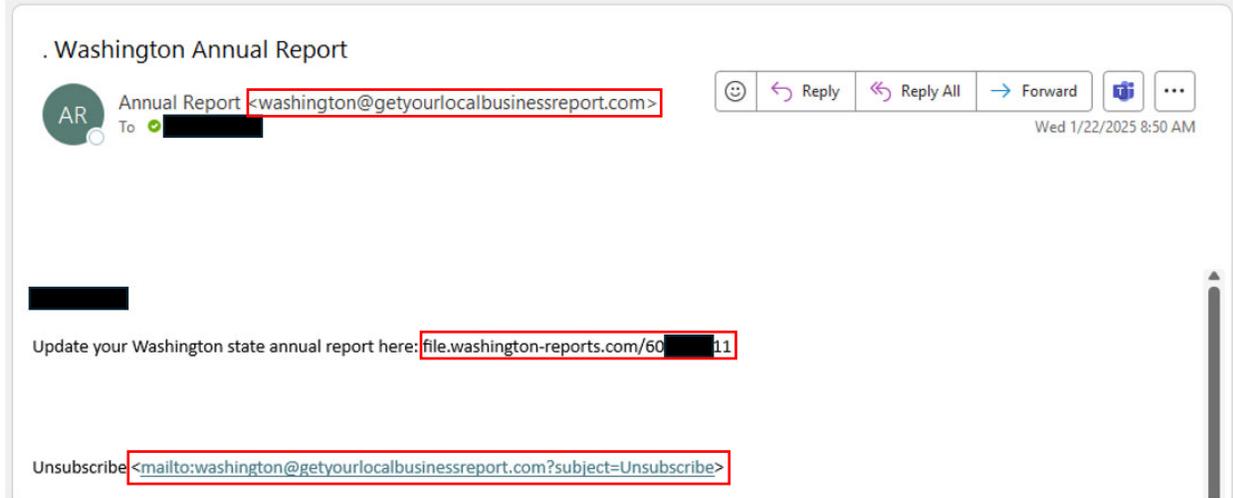
Scan to pay

Please make all checks or money orders payable to **Business Entities**. Ensure that your payment includes your UBI Number: [REDACTED] and send it to the address below.

State of Washington  
Business Entities

PO Box 5  
Olympia, WA. 98501-9998

### Example 3: Email Impersonating the Washington Secretary of State



If you were to click on the link above, it would take you to a webpage in which the filing fee is obviously wrong ...



## Example 4: Email Impersonating the Washington Secretary of State

📌 IMPORTANT : it's that time of the year again [File Your annual Meeting Minutes Now](#)

 BusinessDocuments.LLC <[BusinessDocumentCenter@197417566.mailchimpapp.com](mailto:BusinessDocumentCenter@197417566.mailchimpapp.com)>  
02/07/2025 at 02:20 PM  
To: [REDACTED] [Details](#) ~

From: BusinessDocuments.LLC <[BusinessDocumentCenter@197417566.mailchimpapp.com](mailto:BusinessDocumentCenter@197417566.mailchimpapp.com)>  
Sent: 02/07/2025 at 02:20 PM  
To: [REDACTED]



[REDACTED]  
We need your help to [complete the annual minutes filing for your business](#).  
Your prompt action is essential. Thanks for your cooperation.



[Get Started here](#)