


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
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Service For [REDACTED]	Billing Summary <table border="0" style="width: 100%;"><tr><td>Business Entity Default Fee.</td><td style="text-align: right;">\$180</td></tr><tr><td>Annual Report Filing Fee.</td><td style="text-align: right;">+\$50</td></tr><tr><td>State of Washington Tax.</td><td style="text-align: right;">\$0.00</td></tr><tr><td>Total Amount Due</td><td style="text-align: right;">\$230</td></tr><tr><td colspan="2">By 12-31-2024</td></tr></table>	Business Entity Default Fee.	\$180	Annual Report Filing Fee.	+\$50	State of Washington Tax.	\$0.00	Total Amount Due	\$230	By 12-31-2024	
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	
<div style="text-align: center; background-color: black; width: 100px; height: 20px; margin: 0 auto 10px auto;"></div> <p>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.</p>	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

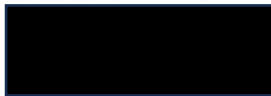
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Payment Instructions



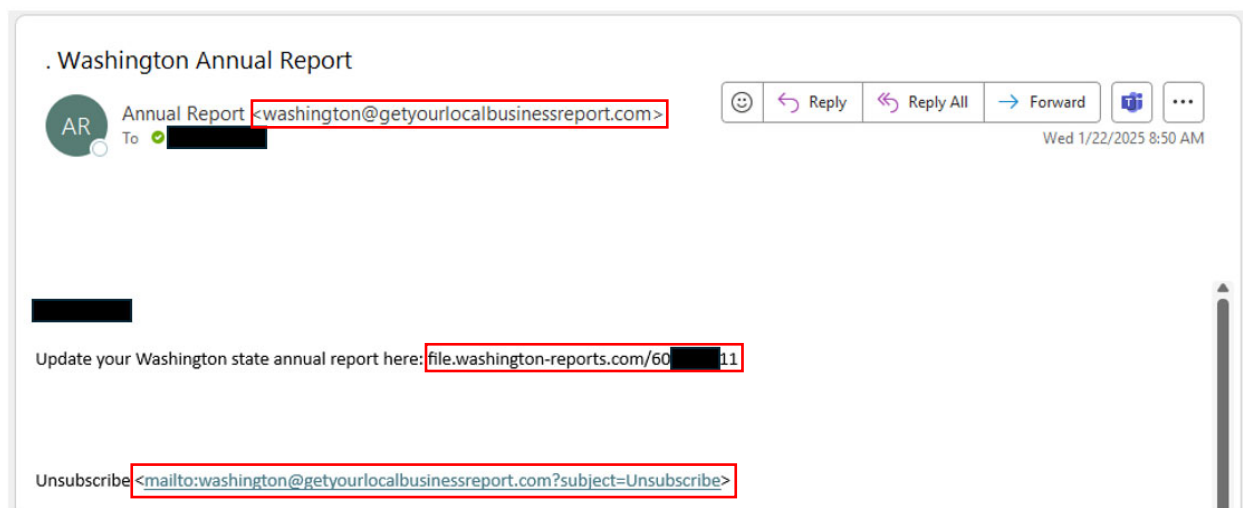
Scan to pay

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.

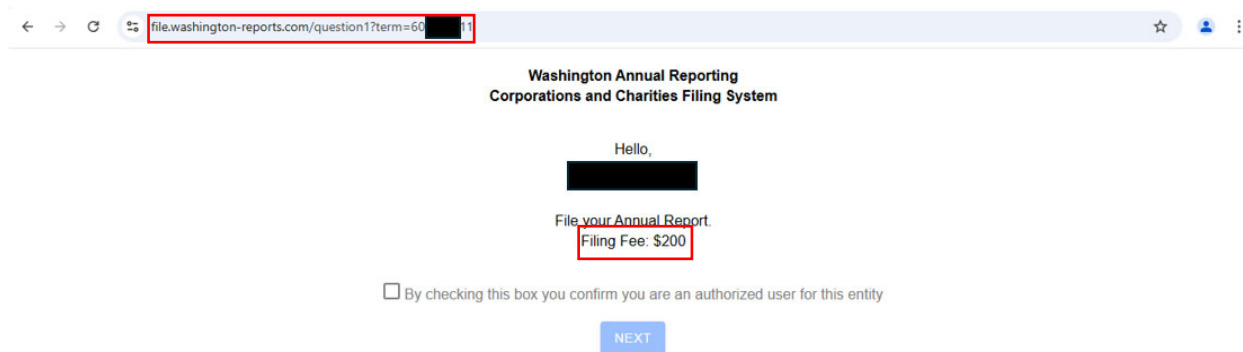
State of Washington
Business Entities

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>

02/07/2025 at 02:20 PM

To: [REDACTED] [Details ^](#)

From: BusinessDocuments.LLC <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](#)