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Entity: Ccc

Type: Sole Proprietorship

Jurisdiction: California

Filing: Annual Report

Deadline: 2025-10-31

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## Executive Compliance Summary

The Annual Report is a crucial document for Ccc, as it ensures compliance with California regulations and maintains the legal standing of the sole proprietorship. Filing the report by the deadline of October 31, 2025, is not just a legal obligation but also an opportunity for Ccc to showcase its achievements and update any changes regarding its Articles of Incorporation and any relevant Certificates or Licenses. Timely submission is essential to avoid penalties, which may include fines or administrative dissolution of the entity, adversely affecting Ccc's operations and market reputation.

In California, the consequences of late filing can be particularly severe; state agencies may impose late fees and could ultimately restrict Ccc's ability to conduct business legally within the state. Additionally, maintaining up-to-date Articles of Incorporation/Organization and required Certificates/Licenses is crucial, as failure to do so may hinder Ccc's capacity to engage in contracts, secure financing, and attract clients. For these reasons, proactive compliance measures are essential for Ccc's ongoing viability and success.

## Filing Requirements Checklist

- Articles of Incorporation/Organization - Original formation documents filed with California SOS
- EIN (Employer Identification Number) - Federal tax ID from IRS
- Statement of Information (Form SI-550/SI-350) - California-specific information statement
- Franchise Tax Board Account - Active FTB account in good standing
- California Registered Agent - Agent with physical CA address (not PO Box)



- Operating Agreement / Bylaws - Current governing documents

### Compliance Timeline

Milestone | Owner | Due Date | Notes

Gather CA-Specific Documents | Business Owner | 10/01/2025 | Collect Statement of Information, FTB account info, registered agent details

Verify FTB Account Status | Business Owner / CPA | 10/10/2025 | Ensure Franchise Tax Board account is current and in good standing

Complete Statement of Information | Business Owner | 10/17/2025 | Fill out Form SI-550 (LLC) or SI-350 (Corp) with current data

Review and Validate | Business Owner / Advisor | 10/24/2025 | Double-check officer/member names, addresses, and agent information

File Online via BizFile | Business Owner | 10/28/2025 | Submit through California Secretary of State BizFile portal with \$20-25 fee

California Filing Deadline | CA Secretary of State | 10/31/2025 | Late penalty: \$250 plus potential suspension of entity status

### Risk Matrix

Risk | Severity | Likelihood | Mitigation

FTB Suspension | High | Medium | Verify FTB account is current before filing; resolve any outstanding tax issues

Late Filing Penalty (\$250) | High | Medium | File at least 1 week early; set multiple calendar reminders

Entity Suspension by CA SOS | High | Low | Monitor compliance calendar; consider professional registered agent service

Incorrect Agent Address | Medium | Low | Confirm agent address is physical CA location, not PO Box



### **Strategic Recommendations**

1. Set up a reminder system 60 days before the October 31, 2025 deadline to ensure timely filing of the Annual Report.
2. Review and update the Articles of Incorporation/Organization to reflect any changes in the business structure or operations before filing.
3. Confirm that all necessary Certificates and Licenses are current and in good standing; obtain any renewals if necessary.
4. Consider consulting with a compliance expert or legal advisor to review the Annual Report and ensure all information is accurate and complete.
5. Create a checklist for required documents and compliance milestones related to the Annual Report process to streamline the filing procedure.

### **Official References**

- California BizFile Portal: <https://bizfileonline.sos.ca.gov/>
- Franchise Tax Board: <https://www.ftb.ca.gov/>
- CA Secretary of State Business Programs: <https://www.sos.ca.gov/business-programs/>

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