

Date: [Insert Date]

To: [Recipient Name/Registered Agent]

Company Name: [Insert Entity Name]

Entity ID/Registration Number: [Insert Number]

RE: FINAL WARNING - Non-Compliance with Beneficial Ownership Reporting Requirements

Dear [Name],

This letter serves as a formal final warning regarding your company's failure to comply with mandatory Beneficial Ownership Information (BOI) reporting requirements under [Insert Applicable Law/Regulation, e.g., the Corporate Transparency Act].

Our records indicate that despite previous notifications dated [Insert Date of Previous Notices], your entity has failed to submit the required beneficial ownership disclosures. This information is now overdue.

Action Required Immediately:

You must file the required report through the [Insert Portal Name/Registry] no later than [Insert Final Deadline Date].

Consequences of Continued Non-Compliance:

- Imposition of civil penalties of up to \$[Insert Amount] per day for each day the violation continues.
- Potential criminal fines of up to \$[Insert Amount].
- Possible imprisonment for up to [Insert Timeframe].
- Administrative dissolution or revocation of the entity's authority to conduct business.

If you have already submitted this filing within the last 48 hours, please disregard this notice. Otherwise, failure to act by the deadline stated above will result in immediate escalation to legal counsel and relevant regulatory authorities.

For assistance or to confirm your filing status, please contact [Insert Department/Phone Number] or visit [Insert Website URL].

Sincerely,

[Your Name/Signature]

[Your Title]

[Organization Name]