

**Beneficial Owner Information Reporting
Data Entry Checklist**
www.fincen.gov/boi

FILING INFORMATION

- Initial report** (first time filing)
- Corrected prior report** (amending due to inaccurate or incomplete information)
- Updated prior report** (reporting change in beneficial ownership information)
- Newly exempt entity** (filed a prior report and now company qualifies for an exemption)

Previous reporting company information must be provided if correcting, updating, or adding a newly exempt entity.

REPORTING COMPANY

- Requesting to receive a FinCEN identifier
- Reporting company is a foreign pooled investment vehicle

Reporting Company Information

- a Legal name and any trade name or DBA
- b Tax ID number (EIN/SSN/ITIN/foreign)
- c Country/jurisdiction of formation of the business entity
- d Complete U.S. address, including city, state, and ZIP
- e Date the reporting company was created

COMPANY APPLICANT

Up to two company applicants can be entered.

- a FinCEN Identifier _____
(The below information is not required if FinCEN identifier is available)

Company Applicant Information

- b Legal name as shown on document filings
- c Tax ID number (EIN/SSN/ITIN/foreign)
- d Date of birth
- e Complete address, including city, state, and ZIP
- f Country/jurisdiction of identifying document
- g Copy of identifying document

BENEFICIAL OWNER

Multiple beneficial owners can be entered.

- a FinCEN Identifier _____
(The below information is not required if FinCEN identifier is available)

Beneficial Owner Information

- Beneficial owner is a parent or guardian
- b Legal name as shown on document filings
- c Tax ID number (EIN/SSN/ITIN/foreign)
- d Date of birth
- e Complete address, including city, state, and ZIP
- f Country/jurisdiction of identifying document
- g Copy of identifying document

This checklist is for informational purposes only. It is not intended to provide financial, legal, or tax advice or to address any particular scenario. Recipients of this document are encouraged to consult with their own professional advisors.