



TELEPHONE
(702) 476-2046

2251 N. Rampart Blvd. #382
Las Vegas, NV 889128

EMAIL
ronnie@barthagencyervices.com

WEBSITE
www.barthagencyervices.com

Entity Maintenance Services

Centralized Administrative Compliance Support for Your Entities

Prepared by Barth Agency Services, Inc. | September 2026

This white paper provides a general overview of Entity Maintenance Services (“EMS”) and does not constitute legal, tax, or financial advice. EMS is a process-based administrative service; specific compliance obligations vary by entity and jurisdiction and should be evaluated with your attorney or tax advisor.

I. Introduction

Business entities are subject to a range of ongoing state and local compliance obligations — annual reports, registered agent maintenance, and similar recurring requirements that vary by entity type and jurisdiction. Missing a filing deadline can result in penalties, loss of good standing, or administrative dissolution. Entity Maintenance Services (“EMS”) is Barth Agency Services, Inc.’s (“BAS”) administrative service for centralizing and systematizing these obligations across a client’s entities. This white paper describes what EMS includes, how it operates on an annual basis, and the scope of BAS’s role.

Properly maintaining an entity — meeting its ongoing state filing and registered agent obligations — is part of what preserves the legal separation between an entity and its owners, sometimes called the “corporate veil.” Letting these recurring requirements lapse can weaken that separation over time, in addition to the more immediate risk of penalties or administrative dissolution.

II. What Entity Maintenance Services Includes

EMS is designed to centralize and systematize the ongoing administrative compliance obligations of a client’s entities. At the outset of an engagement, BAS conducts an initial review of each entity’s compliance status and establishes a customized compliance calendar reflecting that entity’s specific filing obligations and deadlines.

III. Ongoing Filing and Compliance Support

Once the compliance calendar is established, BAS:

- **Tracks required filings** as they come due, according to each entity's compliance calendar.
- **Prepares the applicable state forms** for each required filing.
- **Coordinates submission** of those filings on the client's behalf.
- **Processes the associated filing fees.**
- **Maintains a digital record** of all filings made and fees paid on the entity's behalf.
- **Provides timely evidence of each filing** to the entity's owner, manager, or other authorized contact.

IV. Annual Renewal

EMS is provided on an annual basis and renews each year to ensure uninterrupted compliance support. As part of each annual renewal, BAS continues to monitor compliance requirements, updates the compliance calendar as needed to reflect changes in an entity's obligations, and manages recurring filings to help keep the client's entities in good standing throughout the year.

V. Why Centralized Compliance Support Matters

Centralizing compliance tracking serves several practical functions, particularly for clients with more than one entity:

- **Reducing the risk of a missed deadline** — a single compliance calendar covering every entity is easier to monitor than tracking requirements entity by entity, state by state.
- **Preserving good standing** — annual reports and similar recurring filings are often what keeps an entity in good standing and able to transact business, obtain financing, or defend itself in litigation.
- **Avoiding penalties and administrative dissolution** that can follow from a missed or late filing.
- **Providing a single, organized point of contact** for recurring compliance obligations across a client's entity structure, rather than tracking multiple deadlines independently.

VI. Scope of BAS's Role

EMS is a process-based administrative service. EMS does not include the preparation or filing of tax returns of any kind — BAS's role is limited to recurring administrative filings such as annual reports, registered agent maintenance, and similar recurring state requirements, and tax filings and tax planning remain the client's responsibility, in consultation with their tax advisor. BAS facilitates filings and compliance workflows but does not guarantee outcomes, processing times, or third-party responses. State agencies and other external parties operate independently, and their actions remain outside BAS's control. The effectiveness of EMS depends on timely and accurate information provided by the client. BAS is not responsible for missed deadlines or adverse consequences resulting from incomplete, inaccurate, or delayed client communications.

VII. What EMS Does Not Include

To keep its scope clear, EMS does not:

- **Provide legal advice** — BAS relies on information provided by the client or the client's legal counsel.
- **Monitor or update Beneficial Ownership Information (BOI) reporting** for an entity, or prepare updates resulting from changes to an entity's beneficial ownership.
- **Prepare annual corporate minutes** — available separately through BAS's Entity Minutes service.
- **Prepare legal documents.**
- **Prepare or file tax returns, or pay taxes,** of any kind.
- **Provide investment advice.**
- **Retain custody of an entity's original documents.**
- **Represent an entity in an audit.**

VIII. How Barth Agency Services Supports EMS Clients

BAS's EMS engagement includes:

- **An initial compliance review** for each entity, establishing a customized compliance calendar.
- **Ongoing tracking** of required state and local filings as they come due.
- **Preparation of applicable state forms** for each required filing.
- **Coordination of filing submissions** and processing of associated filing fees.
- **Continuous monitoring** of compliance requirements, with updates to the compliance calendar as an entity's obligations change.
- **Annual renewal**, so compliance support continues uninterrupted year over year.
- **Pairing EMS with BAS's Registered Agent, Entity Minutes, and Entity Funding services**, so an entity's compliance, governance, and ownership records are managed by a single, organized point of contact.

IX. Conclusion

Ongoing compliance is a recurring administrative burden that is easy to lose track of, particularly across multiple entities or jurisdictions. EMS is designed to make ongoing entity maintenance easier and more manageable by providing a centralized process for tracking and handling recurring requirements. Questions regarding an entity's specific legal compliance obligations should be directed to the client's attorney. By engaging BAS for EMS, clients gain a dedicated compliance resource that monitors recurring requirements, organizes the maintenance process, and helps keep their entities current, allowing them to spend less time tracking administrative deadlines and more time focused on their businesses and investments.

For more information or to begin an EMS engagement, contact Barth Agency Services, Inc.