



## **Corporate Transparency Act / Beneficial Owner Information Report Filing Services**

As many of our clients are now aware, the Federal Corporate Transparency Act (“CTA”) requires condominium and homeowners associations (“Associations”) to file documents and information with the Financial Crimes Enforcement Network (“FinCEN”), a bureau of the United States Department of the Treasury. The filing for Associations includes a report with information about all key members of the Association (including the board members and owners who own more than 25% of the Association). **Most Associations must file their first (initial) BOIR on or before January 1, 2025.**

The penalties for an Association that fails or refuses to file its BOIR and keep it updated as the information changes are severe. For more information on the CTA, please refer to our “FAQ” (available via request or on our website at <https://www.brkchicago.com/news/>).

BRK has partnered with PineappleHOA, Inc., a Chicago alternative legal services provider owned and operated by one of BRK’s founding partners, to minimize expenses for its clients. Visit <https://www.pineapplehoa.com> for information. A description of the BRK and PineappleHOA collaboration and services is detailed below. BRK clients can opt to use the PineappleHOA services or work with their BRK attorney to have the filing handled exclusively by BRK (at BRK attorney hourly rates).

### **CTA Filing Services<sup>1</sup>**

<b>Task</b>	<b>Process</b>	<b>Price</b>
<b>Standard Initial CTA Filing</b>	The Manager or a Board member submits Association info and Board member email addresses only – an email is sent to each Board member with a secure link for each to upload their own personal information. PineappleHOA files report.	<b>\$249 to \$468 for unlimited filing<sup>2</sup></b>
<b>Standard Updated &amp; Corrected CTA Filings</b>	Manager or Board member uses PineappleHOA platform (secure collection of updated information); PineappleHOA files report.	<b>Included with PineappleHOA Subscription<sup>3</sup></b>

For any further questions, feel free to contact BRK at 312.450.6655 or at [info@brkchicago.com](mailto:info@brkchicago.com).

<sup>1</sup> All flat-fee services and hourly billing are subject to change and to BRK and PineappleHOA respective terms and conditions. PineappleHOA provides applications/solutions that do not constitute legal opinion or advice.

<sup>2</sup> Direct engagement with PineappleHOA only. Per-use fee of \$249 or unlimited use with PineappleHOA annual subscription (\$468 annually). BRK neither shares with nor collects any fees (legal or otherwise) from PineappleHOA.

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