

How to Form an LLC in Vermont Yourself (2026 Costs and Steps)

A free step-by-step guide from BusinessOwner.com. State information verified from official sources on September 15, 2026.

Quick answer

Filing your LLC in Vermont costs \$155 through the Vermont Secretary of State, Business Services Division. You can [file online with the Secretary of State](#). Online filing normally takes less than 1 business day; allow 7-10 business days for filings received by mail (as listed on the Vermont Secretary of State's website on September 15, 2026).

Step 1: Check that your LLC name is available

Search the Vermont Secretary of State's business name records before filing to ensure your desired name is available.

Step 2: Choose a registered agent

You may serve as your own registered agent if you are an individual with a street and mailing address in Vermont. A business entity may also serve as the agent, provided it is not the LLC itself.

Step 3: File your Articles of Organization

Submit your Articles of Organization to the Vermont Secretary of State, Business Services Division. The filing fee is \$155 whether you file online or by mail. You can [file online with the Secretary of State](#).

Step 4: Create an operating agreement

Create an operating agreement to outline ownership structure, member roles, voting rights, and procedures for what happens if a member leaves.

Step 5: Get your EIN from the IRS

Get your Employer Identification Number from the IRS at no cost. Visit <https://www.irs.gov/ein> to apply.

Step 6: Keep your LLC in good standing

File an Annual Report with the Vermont Secretary of State, Business Services Division each year. The fee is \$45. It is due within three months after the end of the LLC's fiscal year on record. File it online through the Online Business Service Center to renew the business registration each fiscal year.

You may also owe a Business Entity Income Tax (minimum tax) to the Vermont Department of Taxes. This applies to LLCs taxed as partnerships or S corporations, which is the default for a multi-member LLC. A single-member LLC disregarded for federal tax purposes is not in the list of entities the tax applies to. The amount is generally a minimum tax of \$250. It is due with the business income tax return (Form BI-471 or BI-476), on the date established for filing under the Internal Revenue Code.

Frequently asked questions

How much does it cost to form an LLC in Vermont?

The total state cost to file online is \$155, which is the filing fee.

When is the annual report due?

The Annual Report is due within three months after the end of the LLC's fiscal year on record.

Do I have to pay a franchise tax in Vermont?

LLCs taxed as partnerships or S corporations (the default for a multi-member LLC) generally owe a minimum tax of \$250 as a Business Entity Income Tax. A single-member LLC disregarded for federal tax purposes is not in the list of entities the Vermont Department of Taxes says the tax applies to.

Can I file my annual report online?

Yes, you can file the Annual Report online through the Online Business Service Center.

Want us to file it for you? \$249 plus state fees.

Want the whole business set up? Book a call with BusinessOwner.com.

Sources

Official sources, last verified September 15, 2026:

- [Limited Liability Company | Secretary of State](https://sos.vermont.gov/business-services/business-filings/domestic-formation/llc/)
<https://sos.vermont.gov/business-services/business-filings/domestic-formation/llc/>
- [Domestic Formation | Secretary of State](https://sos.vermont.gov/business-services/business-filings/domestic-formation/)
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- [Business Filings | Secretary of State](https://sos.vermont.gov/business-services/business-filings)
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- [Fees | Secretary of State](https://sos.vermont.gov/business-services/fees-statutes)
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- [Annual/Biennial Reports | Secretary of State](https://sos.vermont.gov/business-services/business-filings/annualbiennial-reports)
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- [Registered Office & Agent Filings | Secretary of State](https://sos.vermont.gov/business-services/business-filings/registered-office-agent-filings/)
<https://sos.vermont.gov/business-services/business-filings/registered-office-agent-filings/>
- [Business Entity Income Tax | Department of Taxes](https://tax.vermont.gov/business/business-entity-income-tax)
<https://tax.vermont.gov/business/business-entity-income-tax>
- [IRS: Get an employer identification number](https://www.irs.gov/ein)
<https://www.irs.gov/ein>

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