

How to Form an LLC in Virginia 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

The filing fee is \$100. You form your LLC with the Virginia State Corporation Commission (Office of the Clerk).

Step 1: Check that your LLC name is available

Search the Virginia State Corporation Commission 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 Virginia resident whose business office is the registered office. A Virginia State Bar member also qualifies. Alternatively, a business-entity agent may serve, but it cannot be its own agent. The registered office must be in Virginia, and the articles must provide its post office address including street and number.

Step 3: File your Articles of Organization

File the Articles of Organization with the Virginia State Corporation Commission (Office of the Clerk). The filing fee is \$100 whether you file online or by mail. The LLC exists when the SCC issues the certificate of organization. The articles need only name, registered office/agent and principal office.

Step 4: Create an operating agreement

Create an operating agreement to cover ownership, roles, voting, and what happens if a member leaves.

Step 5: Get your EIN from the IRS

Get your Employer Identification Number from the IRS for free at <https://www.irs.gov/ein>.

Step 6: Keep your LLC in good standing

Pay an Annual Registration Fee of \$50 each year. The fee is due on or before the last day of the

12th month after the month the LLC was organized, and by that date each year thereafter. The SCC may shift the due month.

Frequently asked questions

How much does it cost to file an LLC in Virginia?

The filing fee is \$100.

Who can serve as a registered agent in Virginia?

A member or manager of the LLC who is an individual Virginia resident whose business office is the registered office may serve. A Virginia State Bar member also qualifies. A business-entity agent may serve but cannot be its own agent.

When is the Annual Registration Fee due?

The Annual Registration Fee is due on or before the last day of the 12th month after the month the LLC was organized, and by that date each year thereafter. The SCC may shift the due month.

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:

- [§ 13.1-1005. Fees](https://law.lis.virginia.gov/vacode/title13.1/chapter12/section13.1-1005/)
<https://law.lis.virginia.gov/vacode/title13.1/chapter12/section13.1-1005/>
- [§ 13.1-1011. Articles of organization](https://law.lis.virginia.gov/vacode/title13.1/chapter12/section13.1-1011/)
<https://law.lis.virginia.gov/vacode/title13.1/chapter12/section13.1-1011/>
- [§ 13.1-1004. Issuance of certificate by Commission; recordation of documents](https://law.lis.virginia.gov/vacode/title13.1/chapter12/section13.1-1004/)
<https://law.lis.virginia.gov/vacode/title13.1/chapter12/section13.1-1004/>
- [§ 13.1-1002. \(Effective January 1, 2027\) Definitions](https://law.lis.virginia.gov/vacode/title13.1/chapter12/section13.1-1002/)
<https://law.lis.virginia.gov/vacode/title13.1/chapter12/section13.1-1002/>
- [§ 13.1-1015. Registered office and registered agent](https://law.lis.virginia.gov/vacode/title13.1/chapter12/section13.1-1015/)
<https://law.lis.virginia.gov/vacode/title13.1/chapter12/section13.1-1015/>
- [§ 13.1-1062. Assessment of annual registration fees; annual registration fees to be paid by domestic and foreign limited liability companies](https://law.lis.virginia.gov/vacode/title13.1/chapter12/section13.1-1062/)
<https://law.lis.virginia.gov/vacode/title13.1/chapter12/section13.1-1062/>
- [§ 12.1-21.2. Miscellaneous charges](https://law.lis.virginia.gov/vacode/title12.1/chapter3/section12.1-21.2/)
<https://law.lis.virginia.gov/vacode/title12.1/chapter3/section12.1-21.2/>
- [State Corporation Commission | Virginia.gov](https://www.virginia.gov/agencies/state-corporation-commission/)
<https://www.virginia.gov/agencies/state-corporation-commission/>
- [IRS: Get an employer identification number](#)

<https://www.irs.gov/ein>

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