

# Small Public Company CEOs & Controllers: The 5-Minute Late-Filing Risk Scorecard

How to spot deadline risk early without waiting for quarter-end to expose it.

## How to Use This Scorecard

This takes 5 minutes. Read each statement and answer honestly:  
YES = This is happening in our organization  
NO = This is not an issue  
NOT SURE = That's probably a problem

No overthinking.  
If you hesitate, count it as a YES.

## The 5-Minute Late-Filing Risk Scorecard

### 1. Your close timeline shifts every quarter.

There's no consistent, repeatable reporting rhythm.

Yes  No  Not Sure

### 2. Your controller is overloaded during filing periods.

Work stacks up instead of being distributed.

Yes  No  Not Sure

### 3. You rely on last-minute pushes to meet deadlines.

There's always a "final stretch" scramble.

Yes  No  Not Sure

### 4. Variance analysis happens after numbers are finalized.

Surprises show up too late to fix cleanly.

Yes  No  Not Sure

### 5. Auditor requests repeat each quarter.

The same documentation gaps keep coming back.

Yes  No  Not Sure

### 6. Disclosure drafting starts too late.

MD&A and risk factors are rushed near the deadline.

Yes  No  Not Sure

### 7. Version control is messy.

Multiple files. Confusion on final numbers. Late tie-outs.

Yes  No  Not Sure

### 8. You've had a near-miss or extension before.

Even if you "got it done," it was too close.

Yes  No  Not Sure

### 9. Your reporting depends heavily on one person.

If they're unavailable, everything slows down.

Yes  No  Not Sure

### 10. You're not fully confident in your filing timeline today.

There's uncertainty around whether everything will come together.

Yes  No  Not Sure

## Scoring Guide

**0-2 YES** → You're in control. Stay disciplined.

**3-5 YES** → Structural pressure is building. Risk is increasing.

**6+ YES** → You're operating in fire-drill territory. A late filing is likely — not hypothetical.

### Why This Matters

Late filings don't happen overnight. They build quietly. A missed deadline affects more than compliance: It impacts credibility with your board. It weakens investor confidence. It complicates capital raises. It puts pressure on your team and increases error risk. Most companies don't fail because they lack effort. They struggle because the structure behind the reporting isn't tight enough for their stage. The earlier you see the cracks, the easier they are to fix.

### What To Do If You Found Risk

If you marked 3 or more: You don't necessarily need to hire a full-time CFO. But you do need structure:  
Clear reporting rhythm  
Defined ownership  
Controlled close process  
Stronger compliance discipline  
Brimmer Company works with \$5M-\$50M small public companies to stabilize reporting and eliminate deadline risk — without adding unnecessary overhead.

## Schedule a Confidential Strategy Call

Let's identify where your process is breaking — and fix it before the next deadline tests it.

[URL HERE](#)