

NEWSPAPER ADDRESSES AND TELEPHONE NUMBERS

**IT IS THE CUSTOMER'S RESPONSIBILITY TO CONTACT THE
NEWSPAPER FOR PUBLICATION!**



Marin Independent Journal: 382-7335
Email to: Legals@marinij.com
Walk in and mailing:
Attn: Legals
4000 Civic Center Drive – Suite 301, San Rafael 94903
Phone # is required to publish.

Marin Scope Community Newspapers: Novato Advance, San Rafael Newspointer, Ross Valley Reporter, Twin
Cities Times, Mill Valley Herald, Sausalito Marin Scope
Phone: 415- 408-1073 or Email to: Legals@marinscope.com
Mailing: P.O. Box 8, Novato, CA 94948

Pacific Sun: 415-485-6700
Email: legals@pacificsun.com
Mailing Address: 445 Center St. #4C,
Healdsburg, CA 95448
Appointment Only
Phone # and email is required to publish.

Point Reyes Light: 669-1200
12781 Sir Francis Drake Blvd, Inverness
P.O. Box 210, Pt. Reyes Station, CA 94956
Email: davidcharlesbriggs@gmail.com

The Ark: 435-2652
1550 Tiburon Blvd.
Tiburon, CA 94920
Email, Leigh Pagan: Lpagan@thearknewspaper.com

Marin County Post: 510-272-4747
1109 Oak Street, Ste 103
Oakland, CA 94607
Email: Tonya_Peacock@dailyjournal.com

OFFICE OF THE MARIN COUNTY CLERK, SHELLY SCOTT
ROOM 234, HALL OF JUSTICE WING, MARIN CIVIC CENTER
9:00A.M. – 4:00 P.M., MONDAY – FRIDAY

PLEASE NOTE THAT WE TAKE OUR LAST CUSTOMER AT 3:30 PM

INFORMATION FOR FILING A FICTITIOUS BUSINESS NAME STATEMENT

WHO MUST FILE: Every individual, partnership, corporation or other association, which regularly transacts business for profit in this state under a fictitious business name.

PROCEDURES FOR FILING:

1. Read the form (front and back) before starting.
Please check our website to search online for the availability of names you wish to use. Note: Our database only contains names filed with the Marin County Clerk. If a name is not listed, it does not necessarily mean it is available for use. You should perform a thorough independent search of the name you wish to file. If there is a conflict between owners using the same or confusingly similar names, it becomes a private legal matter between the business owners. If you have any questions regarding a Fictitious Business Name please call 415-473-6772.
2. Make sure that you bear down hard and use a dark ink pen, print legibly or use a typewriter. Complete all applicable spaces. You may **NOT** use a P.O. box or the street address of a mailbox facility for any address listed in spaces 4 through 8, but you may use those for the mailing address in space 10.
3. If this is a first filing, a renewal with changes or a late renewal (later than 40 days of the previous expiration date) the statement must be published **within 30 days** of the new file date in a newspaper of general circulation in Marin County. The names of acceptable newspapers, in Marin are listed below or on the back; you may choose any one of these.

The County Clerk's staff cannot recommend any of the newspapers listed and are not allowed to provide publication fee information.

NEWSPAPERS OF GENERAL CIRCULATION
FOR MARIN COUNTY

Marin Independent Journal: 382-7335
Pacific Sun: 485-6700
Point Reyes Light: 669-1200
The Ark Newspaper: 435-2652
Marin County Post: 510-272-4747

Marin Scope Community Newspapers:
Novato Advance, Mill Valley Herald
Ross Valley Reporter, Marin Scope Sausalito
San Rafael Newspointer
Twin Cities Times: 892-1516 x105

4. The cost for filing a Fictitious Business Name Filing is \$42.00 for one business name that includes one registrant/owner. For additional business names and/or registrant/owners add \$7.00 each. Payment may be in the form of cash or check. If paying by check make payable to: "Marin County Clerk".

If you are going to be filing your statement by mail, please enclose a self-addressed, stamped envelope for return of you certified copy.

Mail to: Marin County Clerk
Attn: FBN
P.O. Box C
San Rafael, CA 94913

Sales or use tax may apply to your business activities. You may seek advice regarding the application of tax to your particular business by calling the State Board of Equalization at 1-800-400-7115