

FICTITIOUS BUSINESS NAME STATEMENT
 OFFICE OF THE MARIN COUNTY CLERK, SHELLY SCOTT
 ROOM 234, P.O. BOX "C"
 SAN RAFAEL, CA 94913-3904
 Phone: (415) 473-6152 www.marincounty.org/countyclerk

FOR OFFICE USE ONLY: "MARIN COUNTY"

FILING FEE: Make checks payable to "Marin County Clerk"

\$42.00 for one business name, includes one registrant/owner name.
 \$ 7.00 for each additional registrant/owner **or** additional business name.

PLEASE PRINT, LEGIBLY, IN DARK INK OR TYPE. PRESS FIRMLY WITH BALL POINT PEN. SEE REVERSE SIDE FOR INSTRUCTIONS.

1) Please check one box:

First filing Renewal with changes Expired more than 40 days ago

A Legal Notice **MUST** be published in an adjudicated paper within 30 days of the filing date. See back of form for instructions.

OR Renewal, **no changes** since last filing, publication is not required

2) Enter business start (or change) date or N/A _____

THE FOLLOWING PERSON(S) IS (ARE) DOING BUSINESS AS:

3) Fictitious Business Name(s)

County of principal place of business:	Daytime Phone (Optional)
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4) Street Address of Business (P.O. Box not acceptable)	City	State	Zip Code
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FULL NAME OF REGISTRANT/ENTITY (Person, Corporation or LLC name) ↓ _____ Corp or LLC show Registration State

5)

Residence or Corporate Address (P.O. Box not acceptable)	City	State	Zip Code
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FULL NAME OF REGISTRANT/ENTITY (Partner, Corporation or LLC name) ↓ _____ Corp or LLC show Registration State

6)

Partner Residence Address (P.O. Box not acceptable)	City	State	Zip Code
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FULL NAME OF REGISTRANT/ENTITY (Partner, Corporation or LLC name) ↓ _____ Corp or LLC show Registration State

7)

Partner Residence Address (P.O. Box not acceptable)	City	State	Zip Code
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FULL NAME OF REGISTRANT/ENTITY (Partner, Corporation or LLC name) Use separate page for additional registrants. _____ Corp or LLC show Registration State

8)

Partner Residence Address (P.O. Box not acceptable)	City	State	Zip Code
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(9) CHECK ONLY

an individual	a general partnership	limited partnership	trust
ONE married couple	co-partners	limited liability company	state/local registered domestic partnership
This business is conducted by:	a corporation	joint venture	unincorporated association other than a partnership

(10) I declare that all information in this statement is true and correct. A registrant who declares as true information which he or she knows to be false is guilty of a crime (Sect. 17930 B&P Code).

REGISTRANT/OFFICER SIGNATURE: _____
 TYPE/PRINT NAME & TITLE: _____
 MAILING ADDRESS: _____

Statement filed with the County Clerk of Marin County on _____

FOR OFFICE USE ONLY

CERTIFICATION: I hereby certify that the forgoing is a correct copy of the original on file in the County Clerk's Office.
 SHELLY SCOTT, County Clerk by: _____

RETURN ALL COPIES TO THE COUNTY CLERK

Distribution: Original - file, first copy - applicant, second copy - applicant for publishing in newspaper

IF YOU ARE FILING YOUR STATEMENT BY MAIL, PLEASE INCLUDE A SELF-ADDRESSED, STAMPED ENVELOPE FOR THE RETURN OF YOUR CERTIFIED COPIES.

NOTICE TO REGISTRANT PURSUANT TO SECTION 17924 BUSINESS & PROFESSIONS CODE (B&P Code)

Your fictitious business name statement generates a legal notice that **MUST BE PUBLISHED WITHIN 30 DAYS OF THE FILE DATE** in a newspaper of general circulation in the county where the fictitious business name statement was filed. It must be published once a week for four consecutive weeks (Sect. 17917 B&P Code). You are responsible for processing and paying for the legal notice, whether you receive a bill or not.

EXCEPTION: Applicant need not be published if this is a timely **RENEWAL FILING** and **NO CHANGES** have occurred since the original filing. (Sect. 17917 B&P Code)

The filing of this statement does not of itself authorize the use in this state of a fictitious business name in violation of the rights of another under federal, state, or common law (see Sect. 14411 et seq., Business and Professions Code).

INSTRUCTIONS FOR COMPLETION OF STATEMENT: Please print legibly, or type. (P.O. Box, postal drop box mailing suite and c/o addresses are not acceptable for the business or residence address.)

- (1) Choose and check one box for either: a first filing, a previously filed statement that has a change of facts, or an expired statement (more than 40 days past the expiration date). It is your responsibility to contact the paper of your choice to set up posting and payment.
- OR** **RENEWAL FILING:** A previously filed statement in which there has been **no** change of information. Publication is not required if there has been no change since the last statement was filed and the renewal is received not more than 40 days after expiration.
- (2) Enter the date that the business originally started, or the date a change was made, or circle N/A (not applicable).
- (3) State the fictitious business name. Multiple names may be added if all the information for each business name is the same. Place a slash (/) between the individual business names. No person shall adopt any fictitious business name which includes "Corporation", "Corp." or "Inc." unless that person is a corporation organized pursuant to the laws of this state or some other jurisdiction (Sect. 17910.5(a) B&P Code). No person shall adopt any fictitious business name that includes "Limited Liability Company", "LLC" or "LC" unless that person is a limited liability company organized pursuant to the laws of this state or some other jurisdiction (Sect. 17910.5(b) B&P Code). A daytime telephone number on this line is optional. In the case of an individual, if you are using a business name that includes your surname and do not suggest that there are other owners such as "Associates, And sons, Group, etc.," it is **not** considered fictitious and you are not required to file (Sect. 17900 (a)(1), B&P Code).
- (4) Enter the street address of the principal place of business in this state. If the registrant has no place of business in this state, the statement shall be filed with the Clerk of Sacramento County. In addition, a person may file a fictitious business name statement in a county other than where the principal place of business is located, as long as the requirements of this section are also met (Sect. 17915, B&P Code). **P.O. Box, postal drop box mailing suite and c/o addresses are not acceptable for the business or residence address.**
- (5-8) If the registrant is:
 - An **individual**, insert the full name and residence address.
 - A **married couple or state/local registered domestic partners**, insert the full name and residence address of **both** registrants.
 - A **corporation or limited liability company**, use the name as set forth in its articles of incorporation or registration, show the state of incorporation or registration and its principal, corporate business address.
 - A **general partnership, co-partners, joint venture, limited partnership, limited liability partnership, or other association of persons**, insert the full name and residence address of each general partner.
 - A **trust**, indicate the full name and residence address of **each** trustee.
- (9) Check one box for whichever of the following best describes how the business is conducted.
- (10) If the registrant is:
 - An **individual**, the statement must be signed by the individual.
 - A **married couple or registered domestic partners**, the statement must be signed by either person.
 - A **corporation**, the statement must be signed by a corporate officer. Signature stamps and attorney-in-fact signatures are not acceptable.
 - Partnerships, joint venture or other association of persons**, a general partner/officer shall sign the statement.
 - A **trust**, the statement must be signed by a trustee.

EXPIRATION OF STATEMENT:

- (1) NOTICE--In accordance with subdivision (a) of Sect. 17920, a fictitious name statement generally expires at the end of five years from the date on which it was filed in the office of the county clerk, except, as provided in subdivision (b) of Sect. 17920, where it expires 40 days after any change in the facts set forth in the statement pursuant to Sect. 17913 other than a change in the residence address of a registered owner. A new fictitious business name statement must be filed before the expiration.
- (2) The statement expires upon the filing of a statement of abandonment (Sect. 17920(c) B&P Code). It is required of those no longer transacting business in this state under a fictitious business name where a fictitious business name statement was filed in the previous five years (still valid), to file a statement of abandonment and publish the statement in the same manner as the FBN (Sect. 17922 (a) B&P Code).

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 CA Department of Tax & Fee Administration office at 1-800-400-7115.

A business license may also be required and business personal property may be subject to assessment.

**THE COUNTY CLERK'S OFFICE CANNOT GIVE OUT LEGAL ADVICE.
CHECK WITH AN ATTORNEY OR VISIT THE LAW LIBRARY FOR LEGAL HELP.**