

INSTRUCTIONS FOR COMPLETION
FORM MUST BE TYPED OR LEGIBLY COMPLETED USING **BLACK INK ONLY**.

BOX A. Insert the name and address for mailing purposes (OPTIONAL).

1. FICTITIOUS BUSINESS NAME(S)

Insert the exact NAME OF THE BUSINESS. If you are registering more than one business name (must be doing business at the same address), number each name entered. (If there is not enough room on line 1, please ask for an addendum page). If a BUSINESS NAME includes the words CORPORATION, CORP., INC., LIMITED LIABILITY COMPANY, LIMITED LIABILITY PARTNERSHIP, LIMITED PARTNERSHIP or any abbreviation indicating such an organization, i.e., LLC, LLP, or LP., WE WILL REQUIRE EITHER A COPY OF THE ARTICLES OF INCORPORATION or CERTIFICATE OF ORGANIZATION, or an affidavit signed under penalty of perjury by one of the officers of the Corporation or a general manager of the organization, which includes the number issued your corporation or organization by the Secretary of State.

2. ADDRESS OF BUSINESS(ES):

Insert the STREET ADDRESS OF THE PRINCIPAL PLACE OF BUSINESS. DO NOT USE P.O. BOX, RENTAL DROP BOXES, PMB'S, C/O (IN CARE OF) ADDRESSES. If the registrant has no place of business in California, THE PROPER PLACE TO FILE THE FICTITIOUS BUSINESS NAME STATEMENT IS WITH THE CLERK-RECORDER'S OFFICE OF SACRAMENTO COUNTY.

3. REGISTRANT(S) OWNER(S) AND RESIDENCE ADDRESSES:

Insert SEPARATELY (one name per section) the name of and physical address of each registrant-owner, individual, partner or husband and wife. DO NOT USE P.O. BOX, RENTAL DROP BOXES, PMB'S, OR C/O (IN CARE OF) ADDRESSES. If the registrant-owner is an individual, insert his or her full name and residence address. If the registrant owner is a partnership, or other association of persons, the names and addresses of EACH GENERAL PARTNER(S) are listed. If the registrant owner is a LIMITED LIABILITY COMPANY or a LIMITED LIABILITY PARTNERSHIP, INSERT THE NAME OF THE LIMITED LIABILITY COMPANY OR PARTNERSHIP as set out in its Certificate of Organization and the state of organization. If the registrant owner is a BUSINESS TRUST, insert the full name and residence address of each trustee. If the registrant owner is a CORPORATION, insert the name of the corporation, as set out in its Articles of Incorporation and the state of incorporation (an address is not necessary).

4. NATURE OF BUSINESS OWNERSHIP:

Check the box which best describes the business organization/type that is conducting the business. CHECK ONE BOX ONLY FROM ONE GROUP. THE REMAINING GROUP WILL NOT HAVE A BOX CHECKED.

5. DATE OF COMMENCEMENT OF BUSINESS:

If you have already started to transact business under the fictitious business name being registered, check the first box and enter the date started. Check the second box if you have not yet begun.

6. FILING STATUS:

Please check the appropriate box. If this filing is a REFILE or RENEWAL, enter the Previous File Number.

7. SIGNATURES:

- 7A. If a GROUP ONE box is checked in step 4, the individual (if INDIVIDUAL box is checked) must sign; if HUSBAND & WIFE box is checked, a spouse must sign; if GENERAL PARTNER or COPARTNER box is checked, a general partner must sign; if the JOINT VENTURE box is checked, one of the joint venturers must sign; if BUSINESS TRUST is checked, the trustee of the trust must sign; if UNINCORPORATED ASSOCIATION OTHER THAN A PARTNERSHIP box is checked, an association member/officer must sign.
- 7B. If a GROUP TWO box is checked in step 4, an officer must sign. Be sure to include the ARTICLE/CERTIFICATION/REGISTRATION # from Secretary of State's Office.

FILING FEES: (FEES Subject to Change Without Notice)

The basic fee for filing a Fictitious Business Name is \$37.00 for one business name with one or two registrants. Each additional business name or registrant on the same statement costs an additional \$7.00. Filing may be made in person or by mail. If by mail, include a check for the appropriate fees made payable to Clerk-Recorder's Office and send this completed statement with a self-addressed stamped envelope to:

Clerk-Recorder's Office, Business Division
70 West Hedding Street, East Wing, First Floor
San Jose, CA 95110

BUSINESS AND PROFESSIONS CODE SECTIONS

17900. (a) As used in this chapter, "fictitious business name" means:
- (1) In the case of an individual, a name that does not include the surname of the individual or a name that suggests the existence of additional owners.
 - (2) In the case of a partnership or other association of persons, other than a limited partnership that has filed a certificate of limited partnership with the Secretary of State pursuant to Section 15621 of the Corporations Code, a foreign limited partnership that has filed an application for registration with the Secretary of State pursuant to Section 15692 of the Corporations Code, a registered limited liability partnership that has filed a registration pursuant to Section 15049 or 16953 of the Corporations Code, or a foreign limited liability partnership that has filed an application for registration pursuant to Section 15055 or 16959 of the Corporations Code, a name that does not include the surname of each general partner or a name that suggests the existence of additional owners.
 - (3) In the case of a corporation, any name other than the corporate name stated in its articles of incorporation.
 - (4) In the case of a limited partnership that has filed a certificate of limited partnership with the Secretary of State pursuant to Section 15621 of the Corporations Code and in the case of a foreign limited partnership that has filed an application for registration with the Secretary of State pursuant to Section 15692 of the Corporations Code, any name other than the name of the limited partnership as on file with the Secretary of State.
 - (5) In the case of a limited liability company, any name other than the name stated in its articles of organization and in the case of a foreign limited liability company that has filed an application for registration with the Secretary of State pursuant to Section 17451 of the Corporations Code, any name other than the name of the limited liability company as on file with the Secretary of State.
- (b) A name that suggests the existence of additional owners within the meaning of subdivision (a) is one which includes such words as "Company," "& Company," "& Son," "& Sons," "& Associates," "Brothers," and the like, but not words that merely describe the business being conducted.
17910. Every person who regularly transacts business in this state for profit under a fictitious business name shall:
- (a) File a fictitious business name statement in accordance with this chapter not later than 40 days from the time he commences to transact such business; and
 - (b) File a new statement in accordance with this chapter on or before the date of expiration of the statement on file.
- 17910.5. (a) No person shall adopt any fictitious business name which includes "Corporation," "Corp.," "Incorporated," or "Inc." unless that person is a corporation organized pursuant to the laws of this state or some other jurisdiction.
- (b) No person shall adopt any fictitious business name that includes "Limited Liability Company" or "LLC" or "LC" unless that person is a limited liability company organized pursuant to the laws of this state or some other jurisdiction. A person is not prohibited from using the complete words "Limited" or "Company" or their abbreviations in the person's business name as long as that use does not imply that the person is a limited liability company.
- (c) A county clerk shall not accept a fictitious business name statement which would be in violation of this section.
17924. (a)(1) "Your fictitious business name statement must be published in a newspaper once a week for four successive weeks and an affidavit of publication filed with the county clerk when publication has been accomplished. The statement should be published in a newspaper of general circulation in the county where the principal place of business is located. The statement should be published in such county in a newspaper that circulates in the area where the business is to be conducted (Business and Professions Code Section 17917)."
- (2) "ANY PERSON WHO EXECUTES, FILES, OR PUBLISHES ANY FICTITIOUS BUSINESS NAME STATEMENT, KNOWING THAT SUCH STATEMENT IS FALSE, IN WHOLE OR IN PART, IS GUILTY OF A MISDEMEANOR AND UPON CONVICTION THEREOF SHALL BE FINED NOT TO EXCEED ONE THOUSAND DOLLARS (\$1,000) (BUSINESS AND PROFESSIONS CODE SECTION 17930)."

These statements do not constitute a part of the fictitious business name statement and are not required to be published pursuant to Section 17917.