

Type of filing: (Check one)

- First-time applicant
- Renewal with changes
- Renewal – No changes

Previous file #: _____

Expiration Date: _____

Santa Cruz County Clerk
 701 Ocean St., Room 310, Santa Cruz, CA 95060
 831-454-2060 / 831-454-2445 (FAX) / TTY: 711
www.sccooclerk.com

Fictitious Business Name Statement

Filing Fee

\$40 for first business name and owner on statement
\$7 for each additional business name filed on the same statement and conducting business at the same location
\$7 for each additional owner

To be completed by Deputy County Clerk.

If applying in person, you must show ID.

ID checked _____

Application received by mail: _____

Payment may be made by check or cash only.
 Check payments should be made payable to:
Santa Cruz County Clerk

Application may be submitted in person or by mail to the address above.

*

Print Fictitious Business Name(s) (Use a / to separate additional names or attach an additional sheet if applying for several business names)

**

Street address of principal place of business

Mailing address (if different from street address)

City State Zip County

City State Zip

*** Registered Owner(s):

1. _____
 Full Legal Name (If Corporation or LLC – Print Name of Corp/Org)

2. _____
 Full Legal Name (If Corporation or LLC – Print Name of Corp/Org)

Residence Address (Entity Address for Corporation/LLC)

Residence Address (Entity Address for Corporation/LLC)

City State Zip

City State Zip

If there are more than two (2) registrants, please attach additional sheet showing owner information.

**** This business is conducted by: (Check one)

- | | | |
|---|---|---|
| <input type="checkbox"/> an Individual | <input type="checkbox"/> Copartners | <input type="checkbox"/> a Limited Liability Company ¹ |
| <input type="checkbox"/> a Married Couple | <input type="checkbox"/> Joint Venture | <input type="checkbox"/> a Limited Liability Partnership ¹ |
| <input type="checkbox"/> Registered Domestic Partners | <input type="checkbox"/> an Unincorporated Association | <input type="checkbox"/> a Corporation ¹ |
| <input type="checkbox"/> a General Partnership | <input type="checkbox"/> other than a Partnership | |
| <input type="checkbox"/> a Trust | <input type="checkbox"/> a Limited Partnership ¹ | |

1-must file appropriate documentation

- The registrant started to transact business under the fictitious business name/s listed above on: MM/DD/CCYY
- The registrant **has not yet begun** to transact business under the fictitious business name(s) listed herein.

I declare that all information in this statement is true and correct.

(A registrant who declares as true any material matter pursuant to Section 17913 of the B&P code that the registrant knows to be false is guilty of a misdemeanor punishable by a fine not to exceed one thousand dollars (\$1,000).)

Signature of Registered Owner: _____

For Corporation/LLC: Print Name of Officer/Member: _____

For Corporation/LLC: Print Title of Officer/Member: _____
(CEO, CFO, Pres., Vice Pres., Sec., Treas. are acceptable titles. Managing Member is an acceptable title for an LLC.)

For Corporation/LLC: Submit a copy of your Articles of Incorporation or Certificate of Organization with this application (new filings & renewals). Please include your Statement of Information. It lists the names of the officers of the corporation/managing members of the limited liability company.

In accordance with the Subdivision (a) of Section 17920, a fictitious business 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 Section 17920, where it expires 40 days after any change in the facts set forth in the statement pursuant to Section 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.

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 Section 14411 ET SEQ., Business and Profession Code).

I hereby certify that this copy is a correct copy of the original statement on file in my office.

Gail L. Pellerin, Santa Cruz County Clerk

By: _____, Deputy Clerk

How to complete the FBN Statement

Business and Professions Code Section 17913:

* Where one asterisk appears in the form:

- (a) Insert the fictitious business name or names
- (b) Only those businesses operated at the same address and under the same ownership may be listed on one statement

** Where two asterisks appear in the form:

- (a) If the registrant has a place of business in this state, insert the **street address and county** of his or her **principal** place of business in this state
- (b) If the registrant has no place of business in this state, insert the **street address and county** of his or her **principal** place of business outside this state and file with the Clerk of Sacramento County (B&P 17915)
- (c) Mail Box and Post Office Box Numbers **are not acceptable** as a business address when used alone without a street address

*** Where three asterisks appear in the form:

- (a) If the registrant is an **individual**, insert his or her full name and residence address
- (b) If the registrants are a **married couple**, insert the full name and residence address of both parties to the marriage.
- (c) If the registrant is a **general partnership, copartnership, joint venture, limited liability partnership, or unincorporated association other than a partnership**, insert the full name and residence address of each general partner
- (d) If the registrant is a **limited partnership**, insert the full name and residence address of each general partner
- (e) If the registrant is a **limited liability company**, insert the name and address of the limited liability company, as set out in its articles of organization on file with the CA Secretary of State, and the state of organization
- (f) If the registrant is a **trust**, insert the full name and residence address of each trustee
- (g) If the registrant is a **corporation**, insert the name and address of the corporation, as set out in its articles of incorporation on file with the CA Secretary of State, and the state of incorporation
- (h) If the registrants are **state or local registered domestic partners**, insert the full name and residence address of each domestic partner

**** Where four asterisks appear in the form:

- (a) Check whichever of the terms listed on the front of the form best describes the nature of the business

***** Where five asterisks appear in the form:

- (a) Enter current or past date on which the registrant first commenced to transact business under the fictitious business name(s) listed, if already transacting business under that name(s)
- (b) If you have not yet commenced to transact business under the fictitious business name(s) listed enter N/A.

Business and Professions Code Section 17914

The statement shall be signed as follows:

- (a) If the registrant is an individual, by the individual
- (b) If the registrants are a married couple, by one of the parties to the marriage.
- (c) If the registrant is a general partnership, limited partnership, limited liability partnership, copartnership, joint venture, or unincorporated association other than a partnership, by a general partner
- (d) If the registrant is a limited liability company, by a manager or officer
- (e) If the registrant is a trust, by a trustee
- (f) If the registrant is a corporation, by an officer
- (g) If the registrant is a state or local registered domestic partnership, by one of the domestic partners

Business and Professions Code Section 17915

The fictitious business name statement **shall** be filed with the clerk of the county in which the registrant has his or her **principal place** of business in this state or, if the registrant has no place of business in this state, with the Clerk of Sacramento County. Nothing in this chapter shall preclude a person from filing a fictitious business name statement in a county other than that where the principal place of business is located, as long as the requirements of this subdivision are also met.

Business and Professions Code Section 17917

Publication for Original, New Filings (renewal with change in facts from previous filing), or Refile

- (a) Within 30 days after a fictitious business name statement has been filed, the registrant shall cause it to be published in a newspaper of general circulation in the county where the fictitious business name statement was filed or, if there is no such newspaper in that county, in a newspaper of general circulation in an adjoining county. If the registrant does not have a place of business in this state, the notice shall be published in a newspaper of general circulation in Sacramento County. The publication must be once a week for four successive weeks and an affidavit of publication must be filed with the county clerk where the fictitious business name statement was filed within 30 days after the completion of the publication.
- (b) If a refiling is required because the prior statement has expired, the refiling need **not** be published, unless there has been a change in the information required in the expired statement, provided the refiling is filed **within** 40 days of the date the statement expired.

Business and Professions Code Section 17922

Abandonment of Fictitious Business Name

- (a) Upon ceasing to transact business in this state under a fictitious business name that was filed in the previous five years, a person who has filed a fictitious business name statement **shall** file a statement of abandonment of use of fictitious business name. The statement shall be executed and published in the same manner as a fictitious business name statement and **shall** be filed with the county clerk of the county in which the person has filed his or her fictitious business name statement.

Business and Professions Code Section 17930

Any person who executes, files, or publishes any statement under this chapter, knowing that such statement is false, in whole or in part, shall be guilty of a misdemeanor and upon conviction thereof shall be punished by a fine not to exceed one thousand dollars (\$1,000).

Business and Professions Code Section 17928

Upon prepayment of a fee, the County Clerk may furnish to any person who so requests, summaries or compilations of filings. For a list of who purchases this data please contact the County clerk.