PLEASE READ CAREFULLY BEFORE PAYING THE FILING FEE

- The Customer is responsible for searching the business name before filing a Fictitious Business Name Statement.
- When filling out the form, please print clearly in BLACK or BLUE INK with NO WHITEOUT.
- The Clerk’s Office cannot provide advice regarding a name that can or cannot be used, except as provided in B&P code 17910.5 sections (a) and (c).
- The Clerk’s Office cannot provide assistance in determining how a business is to be conducted.
- After the FBN Statement has been filed with the County Clerk, the registrant is required to publish a notice in a newspaper of general circulation within 30 days from the filing date. The notice is to appear once a week for four consecutive weeks. Please give the newspaper adequate time to prepare the notice. The Clerk’s Office will provide a newspaper list.
- After the FBN Statement has been filed, the Clerk’s Office cannot give refunds.
- After the FBN Statement has been filed, no changes can be made to the filing. Any changes or corrections will require a new filing and filing fee. NO EXCEPTIONS.

The clerk will review the final instructions with you before you leave the office.