



COUNTY OF SAN DIEGO

Ernest J. Dronenburg, Jr.
ASSESSOR/RECORDER/COUNTY CLERK

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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.**
- Effective May 30, 2017, pursuant to Senate Bill 1467, the County of San Diego Recorder Clerk will require an **Affidavit of Identity** form to accompany all **Fictitious Business Name Statements.**

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