



**Department of Commerce**  
**Division of Corporations & Commercial Code**  
**Cancellation of a Business Name Registration Form (DBA)**

**Letter of Cancellation.** (You may cancel for any reason.)

The Division of Corporations and Commercial Code ("Division") does **require** you cancel a Business Name Registration (DBA) when you file another business entity using the same name (U.C.A. Section 42-2-6.6).

All cancellations become effective the day the letter of cancellation/transfer is received by the Division. To cancel a Business Name Registration (DBA) a letter of cancellation must be presented to the division. The cancellation letter should include the following information:

By signing this document, I request the Utah Division of Corporations and Commercial Code to cancel and remove from the active records of the division the assumed business name filing for the DBA name in item #1.

**1) Correct name of the business to be canceled.**

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**2) Entity Number of the business to be canceled.**

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**3) Address of the business.**

Address	City	State	Zip
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**4) Name & Signature(s) of the applicant(s) / owner(s).**

Under penalties of perjury and as an authorized authority, I declare that this statement of change(s), has been examined by me and is, to the best of my knowledge and belief, true, correct and complete.

Applicant/Owner	Signature of Applicant/Owner
Applicant/Owner	Signature of Applicant/Owner
Applicant/Owner	Signature of Applicant/Owner
Applicant/Owner	Signature of Applicant/Owner

If the filer requests a copy of the **Cancellation of a Business Name Registration Form (DBA)** an additional exact copy of the filed document along with a return-addressed envelope with adequate first-class postage must also be submitted.

Under GRAMA {63-2-201}, all registration information maintained by the Division is classified as public record. For confidentiality purposes, you may use the business entity physical address rather than the residential or private address of any individual affiliated with the entity.