

**FOR OFFICE USE ONLY.**

TAX PAID \_\_\_\_\_

TAX EXEMPT \_\_\_\_\_

**THIS STATEMENT IS A PUBLIC RECORD**

**FILING STAMP ONLY**

(SEE SEPARATE SHEET FOR REGULATORY RULES)

**County Clerk  
City Hall, Room 168  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4678**

**FILING FEE:** (Payable by cash, check with a preprinted name or money order payable to SF County Clerk)

**\$38.00** – For 1<sup>st</sup> Business Name and 1<sup>st</sup> Registrant

**\$ 9.00** For each additional business name on SAME statement

**\$ 9.00** For each additional registrant (owner) on the SAME statement

**THIS ORIGINAL ALONG WITH A PHOTOCOPY MUST BE PRESENTED FOR FILING.**

**FICTITIOUS BUSINESS NAME STATEMENT**

First Filing     Refiling – (see separate sheet)

1. Fictitious Business Name(s): \_\_\_\_\_  
\_\_\_\_\_

2. Street Address, City, State & Zip code of Principal Place of Business in California (P. O. Box **NOT** allowed)  
\_\_\_\_\_

3. Full name of registrant #1 (If Corporation or Limited Liability Company, indicate State of incorporation or organization)  
\_\_\_\_\_

Residence Address, City, State and Zip Code for Registrant #1 (P.O. Box **NOT** allowed)  
\_\_\_\_\_

Full name of registrant #2 (If Corporation or Limited Liability Company, indicate State of incorporation or organization)  
\_\_\_\_\_

Residence Address, City, State and Zip Code for Registrant #2 (P.O. Box **NOT** allowed)  
\_\_\_\_\_

Full name of registrant #3 (If Corporation or Limited Liability Company, indicate State of incorporation or organization)  
\_\_\_\_\_

Residence Address, City, State and Zip Code for Registrant #3 (P.O. Box **NOT** allowed)  
\_\_\_\_\_

4. The business is conducted by:  an individual     a general partnership     a limited partnership  
 an unincorporated association other than a partnership     a corporation     a business trust  
 co-partners     husband and wife     joint venture     limited liability company  
 other – please specify \_\_\_\_\_

5. The registrant commenced to transact business under the above-listed fictitious business name or names on:  
**(enter exact date – if future date, write “not applicable”)** \_\_\_\_\_

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

Signed \_\_\_\_\_

If registrant is a Corporation or Limited Liability Company, sign below

Corporation or LLC Name: \_\_\_\_\_

Printed Name \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name & Title \_\_\_\_\_

This statement was filed with the County Clerk of San Francisco on date indicated by the file stamp above.

**NOTICE – THIS FICTITIOUS BUSINESS NAME STATEMENT EXPIRES FIVE YEARS FROM THE DATE IT WAS FILED. A NEW FICTITIOUS BUSINESS NAME STATEMENT MUST BE FILED PRIOR TO THIS DATE. THE FILING OF THIS STATEMENT DOES NOT OF ITSELF AUTHORIZE THE USE IN THIS STATE OF A FICTITIOUS BUSINESS NAME IN VIOLATION OF THE RIGHT OF ANOTHER UNDER FEDERAL, STATE OR COMMON LAW (SEE SECTION 14400 ET SEQ., BUSINESS AND PROFESSIONS CODE.)**

**CERTIFICATION**

I hereby certify that the foregoing is a correct copy of the original on file at the San Francisco County Clerk’s office.

By, \_\_\_\_\_, Deputy

## NOTICE TO REGISTRANT PURSUANT TO SECT 17900 BUS. & PROFESSIONS CODE & LOCAL ORD #356-93

First, be sure to search, through our computer index, the fictitious business name you are planning on filing. Secondly, you must register your business with the S.F. Tax Collector. Then, bring or mail in this statement along with corresponding fee (see statement form) and the current original temporary verification of registration (TVR) or current original business tax registration certificate provided to you by the S.F. Tax Collector.

**FOR FIRST FILINGS:** Your fictitious business name statement must be published in a newspaper within 30 days after the statement has been filed with the County Clerk. The statement must be published once a week for four successive weeks and an affidavit of publication filed with the County Clerk within 30 days after publication has been completed. 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 circulated in the area where the business is to be conducted. (Sec. 17917 B&P Code)

**FOR REFILING OF 5-YEAR EXPIRATIONS:** If any change has occurred in the facts in your original statement **OR** more than 40 days have lapsed since the expiration of your last statement, your new statement is deemed to be a first filing; therefore, it must be published as required above. If no changes have occurred **AND** this refiling is within 40 days since the expiration of your last statement, publication is not required. This determination is entirely the responsibility of the registrant and should be made at the time of refiling to preclude needless expense.

*Any person who executes, 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 five hundred dollars (\$500) (Sec 17930 B&P Code)*

### INSTRUCTIONS FOR COMPLETION OF STATEMENT - Please type or print

1. Insert the fictitious business name or names. Only those businesses operated at the same address may be listed on one statement. (If more than one name, write a small #1, #2, or #3 to the left of the name to ensure all names are indexed properly).
2. If the registrant has a place of business in this state, insert the street address of his principal place of business in this state. If the registrant has no place of business in this state, insert the street address of his principal place of business outside this state (P.O. Box not acceptable). Note: Fictitious Business Name Statements stating a principal place of business address outside of San Francisco will NOT be accepted. (Business & Professions Code 17915)
3. If the registrant is an individual, insert his full name and residence address.  
If the registrant is a partnership or other association of persons, insert the full name and residence address of each general partner.  
If the registrant is a business trust, insert full name and residence address of each trustee.  
If the registrant is a limited liability company, insert the name of the limited liability company as set out in its articles of organization, the state of organization and the principal business address. (P.O. Box not acceptable).  
If the registrant is a corporation, insert the name of the corporation as set forth in its articles of incorporation, the state of incorporation and the principal business address. (P.O. Box not acceptable).
4. Check box provided, whichever of the following best describes the nature of the business: "an individual", "a general partnership", "a limited partnership", "an unincorporated association other than a partnership", "a corporation", "a business trust", "co-partners", "husband and wife", "joint venture", "limited liability company", or "other".
5. If the registrant is an individual, the statement shall be signed by the individual.  
If the registrant is a partnership or other association of other persons, the statement shall be signed by a general partner.  
If the registrant is a business trust, the statement shall be signed by a trustee.  
If the registrant is a limited liability company, the statement shall be signed by a managing member. State title.  
If the registrant is a corporation, the statement shall be signed by a corporate officer. State title of officer.

A FICTITIOUS BUSINESS NAME STATEMENT GENERALLY EXPIRES AT THE END OF FIVE YEARS FROM THE DATE IT WAS FILED AS STATED IN SEC. 17920(B): Except as provided in Section 17923 Business & Professions Code, it expires 40 days after any change in the facts set forth in the statement. However, a mere change in the residence address of an individual, general partner or trustee does not cause the statement to expire prior to the end of the five year term.

THE STATEMENT EXPIRES UPON THE FILING OF A STATEMENT OF ABANDONMENT.  
THE STATEMENT DOES NOT EXPIRE IF A WITHDRAWING PARTNER FILES AND PUBLISHES A STATEMENT OF WITHDRAWAL AND ALL OTHER FACTS REMAIN AS ORIGINALLY FILED.