



Fictitious Business Name Filings

Fictitious Business Name Statements are required to ensure that consumers have access to the true name and address of the business owner. If conducting business as an individual, husband and wife, general partnership, co-partners, or other unincorporated association, a Fictitious Business Name statement is not required as long as the business name contains the surname of **all** the owners, and does **not** indicate the existence of other owners.

If the business is conducted by a corporation, limited partnership (LP), limited liability partnership (LLP), or a limited liability company (LLC), a Fictitious Business Name Statement is required if the business name is **not** the same as the registered corporation, LP, LLP, or LLC name.

- Fictitious Business Name Statements must be filed before you begin your business or within 40 days of your first transaction.
- A properly registered Fictitious Business Name Statement is effective for five years.
- Fictitious Business Name Statements must be filed in the county in which the principal place of business is based.
- An applicant may have more than one FBN and there may be more than one registrant per Fictitious Business Name.
- Registration of a Fictitious Business Name Statement DOES NOT guarantee exclusive use of that name; applicants are responsible for ensuring that the chosen Fictitious Business Name does not duplicate a current registration or violate any trademark protocols.
- After filing, the Fictitious Business Name must be published in a newspaper of general circulation within 30 days of the filing date.

The basic fee for filing a Fictitious Business Name is \$37.00 for one business name with one or two registrants. Each additional business name or registrant on the same statement costs an additional \$7.00. The filing fee is payable at the counter by cash, cash, or debit card (\$2.50 convenience fee applies).

Note: A Fictitious Business Name statement and Business License are not the same.

Filing may be made in person or by mail. If filing by mail, include a check for the appropriate fees made payable to *Clerk-Recorder's Office*. Applications must be typed, completed, and/or printed in **BLACK** ink. Applications may be obtained in all of the following manners:

In Person: Come to the [Clerk-Recorder's Business Division](#)

By Mail: Send a request and a self-addressed stamped envelope to:

Clerk-Recorder's Office
Business Division
East Wing, First floor
70 West Hedding Street
San Jose CA 95110

On-line: The following forms are available as downloadable attachments in PDF format. The forms

may be filled in using Adobe Acrobat, if your computer supports that feature. If your computer does not support that feature, please print the form and complete it manually or in a typewriter, as on-line field entry is not yet available. Note that you must use **BLACK** ink.

Attachments:

 [Fictitious Business Name Statement](#)

 [Fictitious Business Statement Addendum](#)

 [Withdrawal from Partnership Operating Under Fictitious Business Name](#)

 [Abandonment of Fictitious Business Name](#)

