



**PETER ALDANA**  
**COUNTY OF RIVERSIDE**  
**ASSESSOR-COUNTY CLERK-RECORDER**  
[www.riversideacr.com](http://www.riversideacr.com)

**County Clerk-Recorder**  
P.O. Box 751  
Riverside, CA 92502-0751  
(951) 486-7000

**PLEASE READ CAREFULLY BEFORE PAYING THE FILING FEE**

- The customer is responsible for searching the business name before filing.
- Once the Fictitious Business Name (FBN) is filed, you must begin your publishing within 30 days from the file date. **PLEASE GIVE THE NEWSPAPER ADEQUATE TIME TO PREPARE THE AD.** You must publish once a week for four consecutive weeks. The Clerk's Office will provide you with a newspaper list.
- Once you file your **FBN**, the Clerk's Office cannot refund your money.
- Once you have left the Clerk's Office after you have filed your **FBN**, we cannot make ANY changes to your filing. Any changes you need to make will cause a new filing and filing fee. **NO EXCEPTIONS.**
- When filling out the form, please **PRINT CLEARLY IN BLACK / BLUE INK ONLY.**
- The Clerk's Office cannot tell you what name you can or cannot use except as provided in B&P code 17910.5 sections (a) and (c).
- The Clerk's Office cannot assist you in determining how your business is to be conducted.

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