

## Assumed Names---DBA's

### **What county do I need to register my business in?**

**Answer:** Normally you would register your name within the same county that your business is located. You can register your business in as many counties as you would like.

### **Who all needs to sign the Assumed Name Certificate?**

**Answer:** You would need to ask your bank and/or CPA to determine how you would need to file your assumed name. The county clerk's office has no requirement on the number of signatures on the certificate.

### **How do I get a State Tax ID number?**

**Answer:** You would obtain this thru the State Comptroller's Office. Telephone number: 1-800-252-5555.

### **Who all needs to sign an Abandonment of Assumed Name?**

**Answer:** Any signature on the original assumed name must be on the abandonment.

### **How long is my certificate valid?**

**Answer:** Certificate of ownership is valid only for a period not to exceed 10 years from the date filed in the county clerk's office.

### **Does the County Clerk's Office research availability of a business name?**

**Answer:** No. Computers are available to search our Assumed Name records.

### **Does your office monitor or verify that duplicate filings have not occurred?**

**Answer:** If a corporation and an unincorporated company have very similar names and there is a problem, neither automatically has the right to the name. If both parties have properly filed the Assumed Name certificate the courts will most likely have to decide this matter. Therefore, it is important to do a thorough search when considering a business name.

**If you have further questions please contact our office at 903-843-4015.**