



State of Arizona
Trade Name Registration Application
Mail to: Arizona Secretary of State Ken Bennett
 Attention: Business Services, Trade Name Division
 1700 W. Washington Street, 7th Fl., Phoenix, AZ 85007-2888
 (602) 542-6187 (800) 458-5842 (within Arizona)
 Website: www.azsos.gov

The registration of a Trade Name is **not legally required in Arizona**, but is an accepted business practice. The registration of a Trade Name is a public record and does not constitute exclusive rights to the holder of the name.

FOR OFFICE USE ONLY – REV. 10/01/2011

TRADE NAME REGISTRATION APPLICATION

About this Application

- First time applicants applying for a Trade Name under A.R.S. § 44-1460 use this form.
- Names with a corporate ending (for example: Inc., LLC or Ltd.) are *not acceptable*. This application will be returned if an applicant submits this application with a corporate ending.
- Applicants who are renewing a Trade Name on file shall use the Trade Name Renewal Form.

Filing Fee: \$10; expedited service, an additional \$25 fee
Payment: Checks or money orders shall be made payable to the *Secretary of State*. Credit cards are not accepted.
Processing: 2-3 weeks; expedited service, usually 24-48hrs
Address Change: If you relocate, please remember to update the new address with our office.

How to complete this form

- To avoid registration errors please write legibly or computer generate this Trade Name Application. Certificate and renewal notices are dependent on accurate address information including suite numbers. This form has been designed to be filled out and printed online at the website referenced above.
- Read this application carefully, and fill in all blank spaces.
- Sign and date the application and have it notarized.

File by mail with payment to the address above, or

Return in person at the following locations:
PHOENIX - State Capitol Executive Tower
 1700 W. Washington Street
 First Floor, Room 103
 Open Monday - Friday, 8 a.m. - 5 p.m., except state holidays.
TUCSON - Arizona State Complex Building
 400 W. Congress
 Second Floor, Room 252

1. Name, title or designation to be registered

SPACE BELOW FOR OFFICE USE ONLY - VALIDATION AREA

Trade Name _____

The date in which the name, title or designation was first used by the applicant within this state. This date must be today's date or prior to today's date.

Month	Day	Year
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What type of entity will function as the owner of this trade name?

- | | | |
|---------------------------------------|---|---|
| <input type="checkbox"/> INDIVIDUAL | <input type="checkbox"/> FOREIGN CORPORATION (Licensed to do business within Arizona) | <input type="checkbox"/> ORGANIZATION |
| <input type="checkbox"/> PARTNERSHIP | <input type="checkbox"/> ASSOCIATION | <input type="checkbox"/> OTHER (If other, please indicate type below) |
| <input type="checkbox"/> CORPORATION* | <input type="checkbox"/> LIMITED LIABILITY COMPANY (LLC)* | |

**If choosing LLC or Corporation, the signer must be listed on the Arizona Corporation Commission's website as a member or officer. *If either is checked and not currently incorporated, the application will be returned.*

2. Name of entity or individual to which the trade name will be registered.

If owner is an individual, list the individual's name; if the owner is a corporation, list the corporation's name; etc. If two applicants, list both.

1 st Applicant Name	2 nd Applicant Name		
Mailing Address (include street, box or suite number)	City	State	Zip Code
General nature of business conducted:		Business Phone Number - optional (include area code)	

3. Applicant's Signature *If two applicants are listed above, both must sign.*

Date

1 st Signer's Printed Name	Signature	Month	Day	Year
2 nd Signer's Printed Name	Signature	Month	Day	Year

State of Arizona)
 County of _____)

On this _____ day of _____, 20 ____

(Place Notary Seal Here)

 (Name Person Appearing Before the Notary)

personally appeared before me and acknowledged that he/she signed this document for it's stated purpose.

You must include a photocopy of a valid U.S. ID

 Notary Public