

Appendix A: EXAMPLE OF BUSINESS NAME REGISTRATION FORM

For persons (sole proprietorships, associations, or general partnerships) engaged in business under a name other than their own (DBA)

CERTIFICATE OF ASSUMED BUSINESS NAME

STATE OF INDIANA, COUNTY OF _____

NAME OF BUSINESS: _____

NATURE OF BUSINESS: _____

ADDRESS OF BUSINESS: _____

PRINTED NAMES AND RESIDENCES OF MEMBERS OF BUSINESS:

_____ at _____

_____ at _____

_____ at _____

_____ at _____

FORM PREPARED BY: _____

SECTION TO BE COMPLETED BY/IN PRESENCE OF NOTARY PUBLIC OR COUNTY RECORDER

I hereby certify that I have personal knowledge of the facts stated above and that each of them are true.

Member's Signature Printed Name Capacity

Subscribed and sworn to before me, this ____ day of _____, 20__.

Signature of Notary/Recorder Printed Name County of Residence

(Notaries only) my commission expires _____

Filed on _____, 20__ . _____, Recorder

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Effective July 1, 2006

Under: I.C. 36-2-11-15, the following affirmation statement must be included on most documents to be accepted for recording in County Recorders' offices in the State of Indiana:

“I affirm, under the penalties for perjury, that I have taken reasonable care to redact each Social Security number in this document, unless required by law (name).”

“Signed, printed or stamped name of individual”

The following documents are exempt from the above requirements: Writ of Court, Federal Tax Lien, Federal Release, DD214, UCC. All other documents notarized in the State of Indiana (regardless of where they are prepared) require the affirmation statement. See I.C. 36-2-7.5 through I.C. 36-2-7.5-12 for timeline of further requirement and implementation.