Disclaimer: The “Proof of Publication Quick Reference” shall serve as a guide to those publishers approved by the Superior Court of San Bernardino County. To view our Fictitious Business Name Publication Requirements please visit: https://www.sbcounty.gov/uploads/arc/arcforms/fbn_info_sheet_and_publication_req.pdf

General Requirements:

I. Registrant must publish once a week for 4 consecutive weeks with an approved publisher.
   a. 1st publication should start appearing in newspaper within 45 days from the filing date.

II. An affidavit of publication shall be filed with the County Clerk within 30 days after the completion of the publication.

Filing Proofs of Publication in our office:

I. Online via Email:
   Processing Time: 5-7 business days

   Requirements for submissions via Email:

   a) Each Proof of Publication must be scanned separately. They cannot be sent in bulk as one digital file.
   b) Each Proof of Publication must be scanned as a tiff or pdf at 300 dpi
   c) Each Proof of Publication must be scanned in black & white
   d) Each Proof of Publication must be legible
   e) The email must list all FBN numbers for Proofs of Publication that are being submitted
   f) E-mail Proofs of Publication to FBN.Proofs@arc.sbcounty.gov

   Once they are filed, we shall email to the submitter a receipt showing which Proofs of Publication were filed. Your office may view the index, request and pay for copies of the filed Proofs of Publication online through our Self-Service Portal after you receive the receipt and 2 business days after filing. Please use Google Chrome to access the Self-Service web https://arcselfservice.sbcounty.gov/web/. All other internet browsers will not be compatible to conduct a search. Any rejected Proofs of Publication will be emailed to the submitter with a reject/transmittal letter.

II. Mail-In:
   Processing time: 7-10 business days

   Mail-in the original proof of publication to:
   County Clerk: Proof of Publication
   222 W. Hospitality Lane, 1st Floor
   San Bernardino, CA 92415-0022

   Please note: If accepted for filing, you will not be alerted once processed. You may check on our website using google chrome to see if the proof of publication has been filed: https://arcselfservice.sbcounty.gov/web/
   If proof is rejected: You will be mailed a reject/transmittal letter along with the original proof of publication.
Copies

Your office may view the online index, request and pay for copies of the filed Proofs of Publication online through our Self-Service Portal after you receive the receipt and **2 business days after filing**. Please use Google Chrome to access the Self-Service web [https://arcselfservice.sbcounty.gov/web/](https://arcselfservice.sbcounty.gov/web/). All other internet browsers will not be compatible to conduct a search.

Fees:

Recorded or filed documents 8 ½ x 11 (first page per document) ……… GC27366, Cnty16.0203……….. $3.00
Recorded or filed documents 8 ½ x 11 (each subsequent page after 1st) …. GC27366, Cnty16.0203……….. $1.00
Certificate under seal (per page) …................................................................. GC27364, Cnty16.0203……….. $1.00

**Proof of Publication/Affidavit of Publication Requirements:**

A. An Original Form is submitted
B. Has a wet signature
C. List dates of publication
D. The following matches the original FBN Filing:
   ✓ FBN Number
   ✓ FBN Filing Date
   ✓ Fictitious Business Name(s)
   ✓ Full Street Address of Principal Place of Business (Street, City, State, Zip)
   ✓ Each Registrant(s) Full Name & Address
   ✓ Date they began to transact business under the fictitious business name
   ✓ Name of the Authorized Person who signed original FBN and their Title

**NOTE:** You as the publisher are only obligated to publish what is on the original FBN filing. If there are errors such as typos, wrong zip codes, etc., on the filed FBN statement, it is the responsibility of the FBN filer to refile with the correct information. Items required to be on the proof of publication need to match the FBN statement or they will be rejected by our office.

SEE THE FOLLOWING PAGES FOR SAMPLE OF ACCEPTABLE PROOF OF PUBLICATION
The following person(s) is/are doing business as: Joe's Donut Shop at 1234 Donut Drive Suite 8-B Redlands, CA 92123 San Bernardino County

Name of corporation or limited liability company as shown in the Articles of Inc./Org./Reg.: ULTIMATE DONUTS LLC, State of Inc./Org./Reg.: CA

Business is being conducted by: Limited Liability Company

Signed: By signing below, I declare that all information in this statement is true and correct. A registrant who declares as true information, which he or she knows to be false, is guilty of a crime. (B&P Code 17913) I am also aware that all information on this statement becomes Public Record upon filing.

s/ Joe Smith, CEO.

This statement was filed with the County Clerk of San Bernardino on: 06/07/2022

I hereby certify that this is a correct copy of the original statement on file in my office.

Began transacting business: 06/01/2022

NOTICE: This fictitious business name statement expires five years from the date it was filed in the office of the County Clerk. A new fictitious business name statement must be filed before that time. The filing of this statement does not of itself authorize the use in this state of a fictitious name in violation of the rights of another under federal, state, or common law (see section 14400 et. Seq. Business & Professions Code).

06/08/2022, 06/15/2022, 06/22/2022, 06/29/2022

DISCLAIMER: TITLES, BUSINESS NAMES, ADDRESSES, ETC. ARE MADE UP AND USED FOR ILLUSTRATION PURPOSES ONLY.
FICTITIOUS BUSINESS NAME STATEMENT

**ABANDONMENT:**
- County of Current Filing
- Date of Current Filing
- File No.

Fees:
- $55.00 Includes one registrant (please make check payable to “County Clerk”)
- $10.00 Each additional FBN name filed on same statement and operating at same location
- $10.00 Each additional registrant

Please TYPE or PRINT legibly and firmly in DARK ink (no alterations). See reverse side for filing and publishing instructions. The determination whether or not publication is required by law is ENTIRELY THE RESPONSIBILITY OF THE REGISTRANT. Neither the County Clerk nor his deputies are permitted by law to give legal advice and/or assistance. THE FOLLOWING PERSON(S) IS (ARE) DOING BUSINESS AS:

<table>
<thead>
<tr>
<th>List</th>
<th>Fictitious Business Name</th>
<th>County of Principal Place of Business</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>JOE’S DONUT SHOP</td>
<td>SAN BERNARDINO</td>
</tr>
<tr>
<td>2</td>
<td>1234 DONUT DRIVE SUITE 8-B</td>
<td>REDLANDS</td>
</tr>
<tr>
<td>3</td>
<td>2586 SNACKS DRIVE</td>
<td>LOS ANGELES</td>
</tr>
</tbody>
</table>

Residence Street Address/Corporation or LLC Street Address

List any additional names on additional form

<table>
<thead>
<tr>
<th>4</th>
<th>An Individual</th>
<th>A General Partnership</th>
<th>A Limited Partnership</th>
<th>A Limited Liability Company</th>
<th>A Married Couple</th>
<th>State or Local Registered Domestic Partners</th>
<th>A Corporation</th>
<th>A Joint Venture</th>
<th>A Trust</th>
</tr>
</thead>
</table>

RegISTRANT commenced to transact business under the fictitious business name or names listed above on (do not enter a future date).

BY SIGNING, I DECLARE THAT ALL INFORMATION IN THIS STATEMENT IS TRUE AND CORRECT. A registrant who declares as true any material matter pursuant to Section 17913 of the Business and Professions Code that the registrant knows to be false is guilty of a misdemeanor punishable by a fine not to exceed one thousand dollars ($1,000).

Signature: 
 Printed Name of Person Signing: JOE SMITH
 Printed Title of Person Signing: CEO
 Date: 06/07/2022

NOTICE—IN ACCORDANCE WITH SUBDIVISION (a) OF SECTION 17920, A FICTITIOUS BUSINESS NAME STATEMENT GENERALLY EXPIRES AT THE END OF FIVE YEARS FROM THE DATE ON WHICH IT WAS FILED IN THE OFFICE OF THE COUNTY CLERK, EXCEPT, AS PROVIDED IN SUBDIVISION (b) OF SECTION 17920, WHERE IT EXPIRES 40 DAYS AFTER ANY CHANGE IN THE FACTS SET FORTH IN THE STATEMENT PURSUANT TO SECTION 17913 OTHER THAN A CHANGE IN THE RESIDENCE ADDRESS OF A REGISTERED OWNER. A NEW FICTITIOUS BUSINESS NAME STATEMENT MUST BE FILED BEFORE THE EXPIRATION. THE FILING OF THIS STATEMENT DOES NOT OF ITSELF AUTHORIZE THE USE IN THIS STATE OF A FICTITIOUS BUSINESS NAME IN VIOLATION OF THE RIGHTS OF ANOTHER UNDER FEDERAL, STATE, OR COMMON LAW (SEE SECTION 14411 ET SEQ., BUSINESS AND PROFESSIONS CODE).