

## TRADE NAMES FORM

The Henry County Recorder's Office records, and maintains trade names for Sole Proprietorships or Co-Partnerships. **All other business services (Corporations, etc.) are handled with the Secretary of State.**

(<http://www.sos.state.ia.us/business/handbookintro.html>)

The recording fee for a Trade Name is \$7.00 for the first page and \$5.00 each additional page. Trade Name Forms are available in our office or on the following page.

Please refer to the Iowa Code below before filling out the Trade Name. Be sure to have your Trade Name document notarized before being presented for filing.

See page 2 for your reference regarding Chapter 547 – Iowa Code.

Contact information for Secretary of State:

### **Secretary of State**

1<sup>st</sup> Floor, Lucas Building

321 E 12<sup>th</sup> St

Des Moines, IA 50319

Phone: 515-281-5204

Fax: 515-242-5953

(<http://www.sos.state.ia.us>)

**Please Note:** The following document must be printed on legal size paper in order to meet Iowa Code for Document Formatting Requirements.

Prepared By: (Name, Address, City, State, Zip, Phone #)

Return Document To: (Name & Complete Address if different from Preparer Info)

## Trade Name

Verified statements of person or co-partnership conducting a business under a trade name or assumed name. (Chapter 547, Code of Iowa) STATE OF IOWA, HENRY COUNTY,

Names of Person(s) Owning or Having Interest in the Business:

_____	_____	_____	IA	_____
Name	Address	City		Zip
_____	_____	_____	IA	_____
Name	Address	City		Zip
_____	_____	_____	IA	_____
Name	Address	City		Zip

**\*CHECK ONE BOX PER FORM\***

I (we) in compliance with the provisions of Chapter 547, Code of Iowa, hereby establish or amend Trade Name as follows:

- Establish Trade Name** \_\_\_\_\_  
Name of Business \_\_\_\_\_  
Complete Business Address (Required) \_\_\_\_\_
- Dissolve Trade Name** \_\_\_\_\_  
Original Book \_\_\_\_\_ Page \_\_\_\_\_
- Add/Withdrawal name(s) of Partner(s)** \_\_\_\_\_  
Name of Business \_\_\_\_\_ Original Book \_\_\_\_\_ Page \_\_\_\_\_
- Change of Address** \_\_\_\_\_  
Business / Home (Circle One) \_\_\_\_\_ Complete Address \_\_\_\_\_  
Name of Business \_\_\_\_\_ Original Book \_\_\_\_\_ Page \_\_\_\_\_

And that there is no one except those mentioned in the foregoing list who owns or has any interest in the above named business. I (we) further certify that a corrected statement will be filed in the future each time there may be any change in ownership, as provided by Section 547.2, Code of Iowa.

_____	X	_____	Date Signed: _____
Printed Name		Signature	
_____	X	_____	Date Signed: _____
Printed Name		Signature	
_____	X	_____	Date Signed: _____
Printed Name		Signature	

Subscribed in my presence and sworn to before me by the said \_\_\_\_\_  
this \_\_\_\_\_ day of \_\_\_\_\_.

X \_\_\_\_\_ Notary Public in and for \_\_\_\_\_ COUNTY, \_\_\_\_\_.