



# GENERAL PARTNERSHIP

## Certificate of Assumed or Fictitious Name

Office of the Clark County Clerk  
Lynn Marie Goya

Filing Type:  New  Renewal

This form is used by a general partnership to file an assumed or fictitious name under which business will be conducted in Clark County, Nevada. A general partnership is a type of business that is owned by two or more persons (natural and/or artificial). **THIS FORM MUST BE COMPLETED BY EACH OWNER (PARTNER) AND SUBMITTED TOGETHER AT THE TIME OF FILING. The expiration for a renewal is based on the renewal filing date – not the previous filing.**

Assumed or Fictitious Name: \_\_\_\_\_

Owner Name: \_\_\_\_\_  
*Full Name for natural person, or exact name of business entity as registered with the Nevada Secretary of State for artificial person*

What type of person is this owner?  Natural Person (Individual)  Artificial Person (Business Entity)

Business Contact: \_\_\_\_\_  
*Phone Number* *Email Address*

Mailing Address: \_\_\_\_\_  
*Street Address* *Unit/Apt/Suite/Bldg*

\_\_\_\_\_  
*City* *State/Province* *Zip* *Country*

Select if above mailing address is where the Notice of Renewal for this filing should be sent

Residence or Business Street Address: (Required if owner type selected above is Natural Person and street address is different from mailing address provided above)

\_\_\_\_\_  
*Street Address* *Unit/Apt/Suite/Bldg*

\_\_\_\_\_  
*City* *State/Province* *Zip* *Country*

Print Authorized Signer Name: \_\_\_\_\_  
*Full Name (first middle last) of authorized signer ONLY if this owner is an artificial person*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
*Signature of Owner if natural person, or Authorized Signer if artificial person as indicated above*

**NOTE: THIS FILING WILL BE REJECTED IF THE REGISTERED BUSINESS ENTITY AND, IF APPLICABLE, ITS PARENT COMPANY DOES NOT HAVE AN ACTIVE BUSINESS REGISTRATION WITH THE NEVADA SECRETARY OF STATE. IF THE AUTHORIZED SIGNER IS NOT SPECIFICALLY LISTED ON THE REGISTRATION, A NOTARIZED AUTHORIZED SIGNER AFFIDAVIT MUST ACCOMPANY THIS FORM.**

BY SIGNING ABOVE, EACH SIGNER DECLARES UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF NEVADA THAT THE FOREGOING IS TRUE AND CORRECT. ON EVERY CHANGE IN THE PARTNERS, A NEW CERTIFICATE MUST BE FILED WITH THE COUNTY CLERK WITHIN ONE MONTH AFTER SUCH CHANGE. A FILED CERTIFICATE FOR AN ASSUMED OR FICTITIOUS NAME UNDER WHICH A BUSINESS IS BEING CONDUCTED IN CLARK COUNTY, NEVADA, IS VALID FOR FIVE (5) YEARS FROM THE FILING DATE.

Office use only – v3.1.26

# **INSTRUCTIONS FOR COMPLETING AN FFN FORM**

Before mailing or bringing this form in person, please read the following information. If you have any questions, call (702) 671-0600.

**PLEASE BE AWARE THAT ACCORDING TO STATE LAW (NRS 239.330), ANY PERSON WHO KNOWINGLY PROCURES OR OFFERS ANY FALSE OR FORGED INSTRUMENT TO BE FILED, REGISTERED OR RECORDED IN ANY PUBLIC OFFICE, WHICH INSTRUMENT, IF GENUINE, MIGHT BE FILED, REGISTERED OR RECORDED IN A PUBLIC OFFICE UNDER ANY LAW OF THIS STATE OR OF THE UNITED STATES, IS GUILTY OF A CATEGORY C FELONY.**

To avoid **delays** in processing or **rejection** of your FFN, you must:

1. Complete the **CORRECT** form:

- For a single natural person (or spouses who jointly own and conduct the business but are not forming a partnership), you must use our **Sole Proprietorship** form.
- For a domestic or foreign-qualified corporation, limited-liability company, limited partnership, limited-liability partnership, and limited-liability limited partnership, you must use our **Registered Business Entity** form.
- For a partnership between two or more natural and/or artificial persons (excluding those listed that require the Registered Business Entity form), you must use our **General Partnership** form and complete a separate form for every owner in the partnership.
- For a business trust or family trust, you must use our **Trust** form and complete a separate form for every trustee in the trust. A copy of the trust must also be provided listing all trustees for verification or the form will be rejected.
- For a Series LLC created by a parent limited-liability company (or authorizing LLC), you must use our **Series LLC** form.

2. **REVIEW** the form:

- Ensure all required information is provided and spelled correctly.
- If you make a mistake, do not cross anything out or use correction fluid or tape – you must complete a new form.

3. **SIGN** the form:

- Make sure to obtain all signatures required for the form used.
- For registered business entities, we must be able to verify authorized signers through business entity registration with the state of Nevada. If this is unclear, please call our office before attempting to file the form.

4. Submit the **ORIGINAL** form (copies are not accepted):

- By Mail: Clark County Clerk's Office  
Attn: FFN  
Box 551604  
Las Vegas, NV 89155-1604
- In person at one of our locations. Check our **Contact Us** page for current locations and hours at <https://weddings.vegas>

5. Include the correct **PAYMENT**:

- \$25 to file a New or Renewal FFN form
- \$20 to file a Termination form
- No fee to file a Mailing Address and Contact Update form
- Checks and money orders should be made payable to **County Clerk**