



BANDERA COUNTY

CANDY WHEELER
COUNTY CLERK

P.O. BOX 823
BANDERA, TEXAS 78003

PHONE (830) 796-3332
FAX (830) 796-8323

ASSUMED NAMES

Each business in the county must file its assumed name certificate (also known as “d.b.a.” or “doing business as”) with the clerk so that a record is available as to the owner’s businesses. Assumed names are indexed by business name and cross-indexed by owner’s name.

Assumed name certificates are good for 10 years from the date of filing the certificate, or a shorter period of time if stated within the certificate.

FILING FEES

\$ 26.00 to file Assumed Name Certificate

\$26.00 to file a Affidavit of Facts Pertaining to Assumed Name Certificate –Withdrawal of Name from Certificate

\$26.00 to file a Statement of Abandonment of Use of a Business or Professional Name

\$2.00 per additional copy

- NOTE: All signatures have to be notarized. This can often be done at the courthouse if all of the owners are present. It cannot be filed until everyone has signed it and it has been notarized.

Upon completion please mail along with proper fee to:

Bandera County Clerk

P.O. Box 823

Bandera, Texas 78003

Make checks or money order out to “Bandera County Clerk”.

If proper fee is not submitted, the certificate will be returned unfilled.

Any questions call (830) 796-3332.

Helpful web sites: sba.gov