

Worksheet for Preparation/Filing of NY Assumed Business Name (Corp)

Date: _____

1. Legal Name of Entity: _____

2. Assumed Name to be filed: _____

3. Physical Address Where Assumed Name will be used: _____

_____ County _____

4. Principal Business Address: _____

_____ County _____

5. Any Additional Counties to be included: _____

6. Name and Title of Person Authorized to Execute Document on Behalf of Entity:

Prepare and File:	\$ 95.00
Disbursement to Dept. of State (filing)	\$ 35.00
County Registration Fee:	
Counties Outside of the 5 Boroughs	\$ 25.00 (per county)
Counties In the 5 Boroughs	
(New York, Kings, Queens, Bronx and Richmond)	\$ 100.00 (per county)
Administrative Handling	\$ 5.00
Total:	\$ _____

Contact Name: _____ Email: _____

Firm / Business Name: _____

Phone #: _____ Fax #: _____

Billing/Mailing Address: _____

Address for delivery of Corporate Documents:

Let this letter serve as my authorization to charge Amex/MC/Visa (*Initial Here*) _____

Card #: _____ Expires: _____

IN THE AMOUNT OF: _____

Print Name of Card Holder: _____

Signature of Card Holder: _____

**Please note: This fee is an estimate only. It is possible to incur additional disbursements to complete this order. If so the additional fees will be charged to this credit card.*