

Filing Fees:

Filing registration:

Filing bond:

COUNTY OF SACRAMENTO

PROCESS SERVER CERTIFICATE OF REGISTRATION CORPORATION OR PARTNERSHIP

(California Business and Professions Code §22350 et seq.)

\$ 110.00

10.00

This space for County Clerk use only.

Additional Fees: Live scan fingerprint processing \$ 49.00 Record bond, first page \$ 20.00 Record bond, each additional page \$ 3.00 THIS SECTION FOR OFFICE USE ONLY Registration Number Bond Effective Date Renewed Expiration Date Bond Termination Date Identification ALL INFORMATION PROVIDED ON THIS FORM IS GIVEN UNDER PENALTY OF PERJURY. Please TYPE or PRINT legibly and firmly in BLACK ink. Name of Partnership for Corporation All of the general partners of the partnership The following information is true and correct in regard to each of the corporate officers or general partners: Name and Title (e.g. John Q. Public, Jr., President) Address (Street, City, State, and Zip code) Phone Number (including area co	ID card:	\$ 37.00			
Record bond, first page Record bond, each additional page THIS SECTION FOR OFFICE USE ONLY Registration Number Bond Effective Date Renewed Expiration Date Bond Termination Date Identification ALL INFORMATION PROVIDED ON THIS FORM IS GIVEN UNDER PENALTY OF PERJURY. Please TYPE or PRINT legibly and firmly in BLACK ink. Name of Partnership for Corporation All of the officers of the corporation All of the general partners of the partnership The following information is true and correct in regard to each of the corporate officers or general partners: Name and Title (e.g. John Q. Public, Jr., President) Date of Birth Address (Street, City, State, and Zip code) Phone Number (including area co	Additional Fees:				
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	Name and Title (e.g. John Q. Public, Jr., President)		Date of Birth		
	Address (Street City State and Zin code)		Phone Number (including area code)		
(Additional pages may be attached hereto if needed for additional officers/partners)	, real 355 (Stroot, Sity, State, and Zip 5545)		Thore rumber (moldaling area code)		
(Additional pages may be attached hereto if needed for additional officers/partners)					
(Additional names may be attached hereto if needed for additional officers/partners)					
(Additional pages may be attached hereto il hecueu foi additional officers/partifers)	(Additional pages may I	be attached hereto if n	eeded for additional officers/partners)		

All corporate officers or partnership general partners are required to answer each of the following questions and sign where indicated.

COUNTY OF SACRAMENTO PROCESS SERVER CERTIFICATE OF REGISTRATION CORPORATION OR PARTNERSHIP – Page 2 of 5

ALL CORPORATE OFFICERS OR PARTNERSHIP GENERAL PARTNERS MUST ANSWER EACH QUESTION.

Has the corporation or partnership been organized and existing for a period of one year immediately preceding the filing of this certificate, or has a responsible managing employee, partner, or officer previously been registered under this chapter?

registered under	this chapter?		
YES	NO		
	ion or partnership perform its du ervice in this state?	ties as a process server in	compliance with the provisions of
YES	NO		
Have you ever b	een convicted of a felony?		
YES	NO		
	ed officer/partner declares und the foregoing is true and corre		RY under the laws of the State of
	Signature	Date	Place of Execution (City and State)
	certificate, or has a responsible r		d of one year immediately preceding er, or officer previously been
YES	NO		
	ion or partnership perform its du ervice in this state?	ties as a process server in	compliance with the provisions of
YES	NO		
Have you ever b	een convicted of a felony?		
YES	NO		
_	ed officer/partner declares und the foregoing is true and corre		RY under the laws of the State of
	Signature	 Date	Place of Execution (City and State)
	-		,

Listing of additional corporate officer / general partner

Name of Partnership for C	Name of Partnership for Corporation				
Name and Title (e.g. John	Q. Public, Jr., President)		Date of Birth		
, ,	,				
Address (Street, City, State	a and 7in code)		Phone Number (including area code)		
Address (Street, City, State	e, and zip code)		Frione Number (including area code)		
	Verifications h	by additional officer/partner			
	vermoations k	y additional officer/partifer			
Has the corporation or partnership been organized and existing for a period of one year immediately preceding the filing of this certificate, or has a responsible managing employee, partner, or officer previously been registered under this chapter?					
YES	NO				
Will the corporation or partnership perform its duties as a process server in compliance with the provisions of law governing service in this state?					
YES	NO				
Have you ever be	en convicted of a felony?				
YES	NO				
The undersigned officer/partner declares under PENALTY OF PERJURY under the laws of the State of California that the foregoing is true and correct.					
	Signature	 Date	Place of Execution (City and State)		

COUNTY OF SACRAMENTO PROCESS SERVER CERTIFICATE OF REGISTRATION CORPORATION OR PARTNERSHIP – Page 4 of 5

Listing of additional corporate officer / general partner

N (D () ()					
Name of Partnership for Co	rporation				
Name and Title (e.g. John C	Q. Public, Jr., President)		Date of Birth		
Address (Street, City, State	and Zip code)		Phone Number (including area code)		
	Verifications by a	additional officer/partner			
	·	·			
Has the corporation or partnership been organized and existing for a period of one year immediately preceding the filing of this certificate, or has a responsible managing employee, partner, or officer previously been registered under this chapter?					
YES	NO				
Will the corporation or partnership perform its duties as a process server in compliance with the provisions of law governing service in this state?					
YES	NO				
Have you ever bee	en convicted of a felony?				
YES	NO				
The undersigned officer/partner declares under PENALTY OF PERJURY under the laws of the State of California that the foregoing is true and correct.					
	Signature	 Date P	lace of Execution (City and State)		

COUNTY OF SACRAMENTO PROCESS SERVER CERTIFICATE OF REGISTRATION CORPORATION OR PARTNERSHIP – Page 5 of 5

PROCESS SERVER REGISTRATION INFORMATION

Business and Professions Code §22350 requires that "any natural person who makes more than 10 services of process within this state during one calendar year, for specific compensation or in expectation of specific compensation ... shall file and maintain a verified certificate of registration as a process server with the County Clerk of the county in which he or she resides or has his or her principal place of business."

The requirements and costs for registration with this office are as follows:

- All parties registering (individual "natural persons", all corporate officers, and all general
 partners) must complete the registration form under penalty of perjury.
 - The registration fee is **\$110.00**.

Bonding:

- Each individual "natural person," corporation, or partnership must have a process server bond in the amount of \$2,000.
- The bond must be filed and recorded with this office: Sacramento County Clerk/Recorder.
- The bond filing fee is \$10.00.
- The bond recording fee is \$20.00 for the first page and \$3.00 for each additional page.

Fingerprinting:

- Each individual "natural person" must be fingerprinted via a completed **Request for Live Scan Service** form (BCII 8016) issued by this office.
- <u>All officers</u> of a corporation and <u>all general partners</u> of a partnership must be fingerprinted via a **Request for Live Scan Service** form (BCII 8016) issued by this office.
- The Live Scan processing fee is \$49.00 for each person.

Identification Cards:

- Each "natural person" registrant will be photographed and issued a photo ID card.
- Each corporation or partnership will receive one non-photo ID card.
- The ID card fee is \$37.00.

Employees working for a partnership or corporation are considered a "natural person" if they make 10 or more services of process a year, and must meet the requirements and pay the fees for registration as a "natural person".