



**San Bernardino County**  
**Recorder-Clerk**  
 222 W. Hospitality Lane, 1<sup>st</sup> Floor  
 San Bernardino CA 92415-0022  
 855 REC-CLRK  
[www.sbcountyarc.org](http://www.sbcountyarc.org)

Space above for County Clerk use only

**UNLAWFUL DETAINER ASSISTANT REGISTRATION  
 (Corporation or Partnership)**

Please **TYPE** or **PRINT** legibly and firmly in **BLACK** ink. Neither the County Clerk nor his deputies are permitted by law to give legal advice and/or assistance. This filing will be a public record and there are no refunds.

**Registration Number:** \_\_\_\_\_ **Expiration Date:** \_\_\_\_\_  
 If a renewal, a new # must be assigned if there is a lapse of three years or more in the period of registration. Two years from date of filing or bond expiration

<b>Filing Fees:</b>		Each additional ID card	\$ 10.00
Filing registration:	\$175.00	<b>Additional Fees:</b>	
Filing bond	\$ 35.00	Record the bond – 1 <sup>st</sup> page of bond	\$ 14.00
<b>Total fees</b>	<b>\$210.00</b>	Each additional page of bond	\$ 3.00

Completely fill in all business and personal information requested in Part A. Check each applicable box in Parts B-E and provide information as requested for each box that is checked. Attach legible copies of all documents requested for each box that is checked (attach certified copies and originals as specified). The completed application must be signed under penalty of perjury by a senior executive officer or general partner.

**A. Business and Personal Information**

Name of Corporation or Partnership			
Business Name			
Business Street Address	City	State	Zip Code
Business Telephone Number			
Number of legal document assistants employed by the corporation or partnership			
One to four (\$25,000 bond)		Five to nine (\$50,000 bond)	
		Ten or more (\$100,000 bond)	

List the name, address, telephone number and date of birth of <b>each</b> corporate officer or general partner:			
(1) Name	Age	Telephone Number	
(1) Address	City	State	Zip Code
(2) Name	Age	Telephone Number	
(2) Address	City	State	Zip Code
(3) Name	Age	Telephone Number	
(3) Address	City	State	Zip Code
(4) Name	Age	Telephone Number	
(4) Address	City	State	Zip Code
(5) Name	Age	Telephone Number	
(5) Address	City	State	Zip Code
(6) Name	Age	Telephone Number	
(6) Address	City	State	Zip Code

**B. Disbarment/Suspension** (Note: This information must be provided for each corporate officer or general partner)

Is any officer or general partner presently disbarred or suspended from the practice of law pursuant to Business and Professions Code §6100-6117?

Yes. Date of disbarment or suspension: \_\_\_\_\_ No

Name of corporate officer(s) or general partner(s) for whom disbarment/suspension information is provided:

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**C. Civil Judgment** (Note: This information must be provided for each corporate officer or general partner)

Has any officer or general partner been held liable in a final judgment or a stipulated judgment entered in a civil action that alleged fraud, use of an untrue or misleading representation, or use of an unfair, unlawful or deceptive business practice?

Yes. Date of disbarment or suspension: \_\_\_\_\_ No

Name of corporate officer(s) or general partner(s) for who judgment information is provided:

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Has any officer or general partner had a civil judgment entered against him or her in a action arising out of negligent, reckless or willful failure to properly perform the obligation of a Legal Document Assistant or an Unlawful Detainer Assistant?

Yes (attach certified copy of each judgment). No

Name of corporate officer(s) or general partner(s) for who judgment information is provided:

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**D. Criminal Conviction** (Note: This information must be provided for each corporate officer or general partner. Conviction means a plea or verdict of guilty or a conviction following a plea of nolo contendere. Any conviction dismissed under Penal Code §1203.4 must be included.)

Has any officer or general partner been convicted of a felony? (attach certified copies of each conviction and disposition).

Yes (attach certified copies of each conviction and disposition) No  
 Name of corporate officer(s) or general partner(s) for who conviction information is provided:

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Has any officer or general partner been convicted of a misdemeanor unlawful practice of law or contempt of the authority of a court pursuant to Business and Professions Code §6126 or §6127?

Yes (attach certified copies of each conviction and disposition) No  
 Name of corporate officer(s) or general partner(s) for whom conviction information is provided:

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Has any officer or general partner been convicted of a misdemeanor violation of the provisions on Legal Document Assistants and Unlawful Detainer Assistants pursuant to Business and Professions Code §6400-6416?

Yes (attach certified copies of each conviction and disposition) No  
 Name of corporate officer(s) or general partner(s) for whom conviction information is provided:

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**E. Revocation of Registration**

Has an officer or general partner had a registration as a Legal Document Assistant or an Unlawful Detainer Assistant revoked by a County Clerk pursuant to Business and Professions Code §6413 (attach certified copy of each revocation).

Yes (attach certified copy of each revocation) No  
 Name of corporate officer(s) or general partner(s) for whom conviction information is provided:

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**RENEWAL OF REGISTRATION**

To be eligible to renew registration, registrant shall complete 15 hours of continuing legal education courses during the two-year period preceding renewal.

I am renewing my registration and I have completed the 15 hours of legal education courses required by Business and Professions Code Section 6402.2

I declare under penalty of perjury under the laws of the State of California that all information on this application and on all accompanying documents is true and correct.		
*Signature	Title	Date
*Signature	Title	Date
<p><b>*Corporate applicant:</b> Application must be signed by: The chairman of the board or the president; or by any vice president <b>AND</b> the secretary, any assistant secretary, the chief financial officer or any assistant treasurer.</p> <p><b>*Partnership applicant:</b> Application must be signed by at least one general partner.</p>		