



**San Bernardino
Recorder-County Clerk**
222 W. Hospitality Lane, 1st Floor
San Bernardino, CA 92415-0022
Phone: (909) 387-8306
Website: arc.sbcounty.gov

Space above for County Clerk use only

UNLAWFUL DETAINER ASSISTANT REGISTRATION (INDIVIDUAL)

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: _____
If a renewal, a new # must be assigned if there is a lapse of three years or more in the period of registration.

Expiration Date: _____
Two years from date of filing or bond expiration

Filing Fees:

Filing registration:	\$175.00
Filing bond	\$ 55.00
Each additional ID card	\$ 10.00

Additional Fees:

Record the bond – 1 st page of bond	\$ 14.00
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). You must sign the completed application under penalty of perjury.

Submit your completed application and all required documents along with the appropriate payment. Accepted forms of payment include a personal check, cashier's check, or a postal/bank money order, all made payable to **San Bernardino County**. Card payments are subject to a 3.5% surcharge. Mail the packet with payment to: San Bernardino Recorder-County Clerk's Office, 222 West Hospitality Lane, 1st Floor, San Bernardino, CA 92415.

A. Personal Information

First Name	Middle Initial	Last Name	Age
Business Name			
Street Address	City	State	Zip Code
Telephone Number			
California Driver's License Number (or other personal identification that is acceptable to the County Clerk)			

B. Civil Judgment

Have you been held liable in a final 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 (attach certified copy of each judgment). No

Have you had a civil judgment entered against you in an action arising out of your negligent, reckless or willful failure to properly perform your obligation as a legal document assistant or an unlawful detainer assistant?

Yes (attach certified copy of each judgment). No

C. Criminal Conviction (Note: 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).

Have you been convicted of a felony?

Yes (attach certified copies of each conviction and disposition). No

Have you been convicted or 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

Have you 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

D. Revocation of Registration

Have you had registration as a legal document assistant or unlawful detainer assistant revoked by a County Clerk pursuant to Business and Professions Code §6413?

Yes (attach certified copy of each revocation) No

E. Disbarment/Suspension

Are you presently disbarred or suspended from the practice of law pursuant to Business and Professions Code §6100-6117?

Yes. Date of Disbarment or Suspension _____ No

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 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

Date