

Bandera County

ANNE RUTHVEN
CHIEF DEPUTY

ALMA BAKER

SHERRY MARTIN

RHONDA MORENO

JEANIE TORRES

LINDA DUKE

SARA CERDA



BANDERA COUNTY CLERK

500 MAIN STREET

P.O BOX 823

BANDERA, TEXAS 78003

(830) 796-3332

CANDY WHEELER, COUNTY CLERK

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 (fee includes a copy of the document for the owner)

\$16.00 to file Business name

\$16.00 to file a Affidavit of Facts Pertaining to Assumed Name Certificate — Withdrawal of Name from Certificate

\$16.00 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 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 orders payable to “Bandera County Clerk.”

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

If you have any questions, please call (830) 796-3332.

Helpful web sites: Texasonline.com