

# Trade Name Certificates

State of Connecticut General Statute Section 35-1(a) requires any person doing business in Connecticut, except as provided by statute, under any name other than the name of the person or persons conducting or transacting business, must register a Trade Name Certificate with the Town Clerk's office in the town where the business is or is to be conducted or transacted. A Trade Name certificate is required for the purpose of identifying those individuals doing business in the state under a fictitious trade name, i.e., for consumer protection purposes.

The filing fee for a Trade Name Certificate is \$10.00 plus an additional \$3.00 for a certified copy. This form requires notarization. The Trade Name can be notarized when filing for an additional \$5.00 notary fee.

"No person...shall conduct...business in this state under any assumed name or under any designation, name or style, corporate or otherwise, other than the real name or names of the person or persons conducting...such business, unless there has been filed in the office of the town clerk in the town in which such business is...to be conducted a certificate stating the name under which the business is...to be conducted and the full name and post office address of each person conducting...such business or, in the case of a corporation or limited liability company, by an authorized officer thereof, and acknowledged before some authority authorized to administer oaths."

The trade name filing requirement does not apply to:

- 1) Partnerships, if the partnership name includes the true Surname of at least one of the persons composing said partnership;
- 2) Limited Partnerships which have registered with the Secretary of State;
- 3) Limited Liability companies which have registered with the Secretary of State.

Certain words related to banks, trusts and savings are prohibited from use. (CGS 35-2)

## Revocation of Trade Name Information

As per State of Connecticut General Statute Section 7-34 (a) Town Clerks shall receive \$10.00 for filing and indexing a document. The filing fee for the Revocation of Trade Name is \$10.00 plus an additional \$3.00 for a certified copy. This form requires notarization and can be notarized when filing for an additional \$5.00 notary fee.

**NOTE:** A TRADE NAME CERTIFICATE DOES NOT PROTECT THAT NAME FROM USE BY SOMEONE ELSE. The penalty for failure to file a trade name certificate is \$500.00.

For more info, check Secretary of State website at: <http://www.ct.gov/sots/> or check <http://www.ct-clic.com> for any additional licensing requirements.

Please go to applications and forms to print out trade name and revocation of trade name certificates.