



**COUNTY OF RIVERSIDE**  
 Transportation Department - Business Registration  
 4080 Lemon Street, 8th Floor  
 Riverside, CA 92501  
 Tel: (951) 955-1400 | Fax: (951) 955-1891

## BUSINESS REGISTRATION CHANGE FORM

<input type="checkbox"/> Change of Business Name	\$30 Fee	<input type="checkbox"/> Change of Physical Address	\$30 Fee
<input type="checkbox"/> Change of Business Owner	\$30 Fee	<input type="checkbox"/> Change of Business Officers	No Charge
<input type="checkbox"/> Change of Mailing Address	No Charge	<input type="checkbox"/> Duplicate Certificate Required	\$10 Fee
<b>*Please Note: Change fee of \$30 covers multiple changes completed at the same time.*</b>			
<input type="checkbox"/> Closing Business	Date of Business Closure:		
Business Registration Number:			
<b>CHANGE OF BUSINESS NAME</b>			
Old Name	New Name		
<b>CHANGE OF PHYSICAL ADDRESS</b>			
Old Physical Address	New Physical Address		
<b>CHANGE OF MAILING ADDRESS</b>			
Old Mailing Address	New Mailing Address		
<b>CHANGE OF BUSINESS OWNER</b>			
Old Owner Information	New Owner Information		
New Owners Phone Number:			
<b>CHANGE OF BUSINESS OFFICERS</b>			
<b>*Please attach a copy of the new corporate officer list if a change of Officer takes place.*</b>			
<p>Our office is located at 4080 Lemon Street, 8th Floor, Riverside, CA 92501. If you wish to mail in the Change Form, please mail to P.O. Box 1208, Riverside, CA 92502. You may also submit the Change Form by email to <a href="mailto:busreg@rctlma.org">busreg@rctlma.org</a>. If you are in need of immediate assistance or have questions, please call the Business Registration line at 951-955-1400.</p>			
Signature	Date		