

# Name Availability Inquiry Letter

**(Corporation, Limited Liability Company and Limited Partnership Names)**

To check on the availability of a corporation, limited liability company or limited partnership name in California, complete the form below, and submit the completed form by mail, along with a self-addressed envelope, to Secretary of State, Name Availability Unit, 1500 11th Street, 3rd Floor, Sacramento, CA 95814.

**Note:** Checking the availability of a corporation, limited liability company or limited partnership name does not reserve the name and has no binding effect on the Secretary of State, nor does it confer any rights to a name. Please refer to our Name Availability webpage at [www.sos.ca.gov/business/be/name-availability.htm](http://www.sos.ca.gov/business/be/name-availability.htm) for information about reserving a name.

***Email and/or online inquiries regarding name availability cannot be accepted at this time.***

Requestor's Information		
Your name:	<hr/>	
Firm name, if any:	<hr/>	
Address:	<hr/>	
City / State / Zip:	<hr/>	
Phone #:	<hr/>	FAX #: <hr/>
Entity Type (Select the applicable entity type. <b>CHECK ONLY ONE BOX.</b> )		
<input type="checkbox"/> Corporation	<input type="checkbox"/> Limited Liability Company	<input type="checkbox"/> Limited Partnership
Name(s) To Be Checked (You may list up to three names to be checked.)		
<b>1st Choice:</b>	<hr/>	
	( ) is available.      ( ) is not available. We have:	
	<hr/>	
<b>2nd Choice:</b>	<hr/>	
	( ) is available.      ( ) is not available. We have:	
	<hr/>	
<b>3rd Choice:</b>	<hr/>	
	( ) is available.      ( ) is not available. We have:	
	<hr/>	
The space below is reserved for office use only.		
<b>Date:</b>	<b>I #</b>	<b>By:</b>