Types of Business

**Sole proprietorship**

[name of owner] doing business as [name of company]

Example: Ellen Jones dba Ellen’s Fashions

**Copartnership**

[name of company], a copartnership composed of [name of partners] ***

***If you are suing the partnership and the partners individually, add each partner as an individual defendant

Example: Def #1: Contemporary Furniture Co., a copartnership

Def #2: James Arden; Def #3 Ellen Jones

**Corporation:**

- [name of corporation], a California corporation, or
- [name of corporation], Inc.
  - Example: Contemporary Furniture Co., a California corporation
  - Contemporary furniture co., Inc., or
- Corporation owns a division or subsidiary:
  - [name of corporation], Inc., doing business as [name of division or subsidiary]
  - Example: United Automotive, Inc., dba Southwest Auto Sales Co.

How to Find Out the Type of Business and Who Its Owners Are

1) **Fictitious Business Name Statement Records**

County Clerk

1643 Market Street

Redding, CA  96001

(530) 225-5378

2) **City Business Licenses**

Check with the city clerk’s or city treasurer’s office of the city where the business is located.

3) **Contractors**

State of California Contractor’s License Board: (800) 321-2752

4) **Determining Corporation’s Directors and Agents for Service of Process**

Secretary of State:  [http://kepler.sos.ca.gov](http://kepler.sos.ca.gov)  (916) 657-5448 (recorded message)

Information Requests  *(Copies, Status Reports, and Certificates)*

Certification and Records

P.O. Box 944260

Sacramento, CA 94244-2600