

## APPLICATION FOR REGISTRATION OF AN UNLAWFUL DETAINER ASSISTANT

### Business and Professions Code 6403(c).

The application for registration of a partnership or corporation shall contain all of the following statements:

- (1) The names, ages, addresses, and telephone numbers of the general partners or officers.
- (2) Whether the general partners or officers have ever been convicted of a felony, or a misdemeanor.
- (3) Whether the general partners or officers have ever been held liable in a civil action by final judgment or entry of a stipulated judgment, if the action alleged fraud, the use of an untrue or misleading representation, or the use of an unfair, unlawful, or deceptive business practice.
- (4) Whether the general partners or officers have ever been convicted of a misdemeanor violation.
- (5) Whether the general partners or officers have had a civil judgment entered against them in an action arising out of a negligent, reckless, or willful failure to properly perform the obligations of an unlawful detainer assistant.
- (6) Whether the general partners or officers have ever had a registration revoked.
- (7) Whether this is a primary or secondary registration. If it is a secondary registration, the county in which the primary registration is filed.

### Business and Professions Code 6405.

An application for a certificate of registration by a partnership or corporation shall be accompanied by a bond executed by a corporate surety qualified to do business in this state and conditioned upon compliance with this chapter in the following amount, based on the total number of unlawful detainer assistants employed by the partnership or corporation:

- (A) Twenty-five thousand dollars (\$25,000) for one to four assistants.
- (B) Fifty thousand dollars (\$50,000) for five to nine assistants.
- (C) One hundred thousand dollars (\$100,000) for 10 or more assistants. An application for a certificate of registration by a person employed by a partnership or corporation shall be accompanied by a bond of twenty-five thousand dollars (\$25,000) only if the partnership or corporation has not posted a bond in the amount required by this subdivision. An application for secondary registration shall meet all of the requirements of this subdivision, except that in place of posting another original bond or cash deposit, the applicant shall include a certified copy of the bond or cash deposit posted in the county in which the applicant filed the primary registration.

If a partnership or corporation increases the number of assistants it employs above the number stated in its application for a certificate of registration, the partnership or corporation shall promptly increase the bond to the applicable amount in subparagraphs (B) or (C) of paragraph (2) based on the actual number of assistants it employs, and shall promptly submit the increased bond to the county clerk. The partnership or corporation shall promptly send a certified copy of the increased bond to the county clerk in any county of secondary registration.

### **How to Register as an Unlawful Detainer Assistant (Corp/Partnership)**

#### File with the County Clerk:

- Submit your completed Application of Registration with appropriate document attachments.
- Submit your signed Bond (no copies will be accepted).
- At least one of the officers or general partners must be present at the time of registration. The identification must substantially match the name on application.
- Pay the filing and recording fee (cash, check, or debit card)

CORPORATION or PARTNERSHIP  
REGISTRATION AS UNLAWFUL DETAINER ASSISTANT  
COUNTY OF ALAMEDA

**Registration Number:** \_\_\_\_\_ )  
If a renewal, a new # must be assigned if there is any )  
lapse in the period of registration. )  
\_\_\_\_\_ )

This space reserved for County Clerk use

**Expiration Date:** \_\_\_\_\_ )  
Two years from date of filing )  
\_\_\_\_\_ )

**Filing Fees** )  
Filing registration: \$175.00 )  
Filing bond: \$ 7.00 )  
\_\_\_\_\_ )  
Record the bond – 1<sup>st</sup> page of bond \$ 14.00 )  
Each additional page of bond \$ 3.00 )  
**Total fees payable to County Recorder \$199.00** )  
\_\_\_\_\_ )  
Each additional ID card \$ 10.00 )  
\_\_\_\_\_ )

=====  
Completely fill in all business and personal information requested in Part A. Check each applicable box in Parts B-F and provide information as requested for each box that is checked. Attach legible copies of all documents requested for each box that is checked (attach certified copies and originals as specified). The completed application must be signed under penalty of perjury by a senior executive officer or a general partner.

**A. Business and Personal Information**

Name of Corporation or Partnership: \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Name and date of birth of each Corporate Officer or General Partner:

(1) Name \_\_\_\_\_ Date of Birth: \_\_\_\_\_

(2) Name \_\_\_\_\_ Date of Birth: \_\_\_\_\_

(3) Name \_\_\_\_\_ Date of Birth: \_\_\_\_\_

(4) Name \_\_\_\_\_ Date of Birth: \_\_\_\_\_

(5) Name \_\_\_\_\_ Date of Birth: \_\_\_\_\_

(6) Name \_\_\_\_\_ Date of Birth: \_\_\_\_\_

CORPORATION or PARTNERSHIP  
REGISTRATION AS UNLAWFUL DETAINER ASSISTANT

**B. Disbarment/Suspension** (Note: This information must be provided for each corporate officer or general partner)

1. Is any officer or general partner presently disbarred or suspended from the practice of law pursuant to Business and Professions Code § 6100-6117.

**Name of corporate officer(s) or general partner(s) for whom disbarment/suspension information is provided** \_\_\_\_\_

**Date of disbarment or suspension:** \_\_\_\_\_

**C. Civil Judgment** (Note: This information must be provided for each corporate officer or general partner)

1. Has any officer or general partner been held liable in a final judgment or a stipulated judgment entered in a civil action that alleged fraud, use of an untrue or misleading representation, or use of an unfair, unlawful or deceptive business practice (attach certified copy of each judgment).

**Name of corporate officer(s) or general partner(s) for whom judgement information is provided:**

\_\_\_\_\_

2. Has any officer or general partner had a civil judgment entered against him or her in an action arising out of negligent, reckless or willful failure to properly perform the obligation of a legal document assistant or an unlawful detainer assistant (attach certified copy of each judgment).

**Name of corporate officer(s) or general partner(s) for whom judgment information is provided:**

\_\_\_\_\_

**D. Criminal Conviction** (Note: This information must be provided for each corporate officer or general partner. Conviction means a plea or verdict of guilty or a conviction following a plea of nolo contendere. Any conviction dismissed under Penal Code § 1203.4 must be included).

1. Has any officer or general partner been convicted of a felony (attach certified copies of each conviction and disposition).

**Name of corporate officer(s) or general partner(s) for whom conviction information is provided:** \_\_\_\_\_

2. Has any officer or general partner been convicted of a misdemeanor unlawful practice of law or contempt of the authority of a court under Business and Professions Code § 6126 or 6127 (attach certified copies of each conviction and disposition).

**Name of corporate officer(s) or general partner(s) for whom conviction information is provided:** \_\_\_\_\_

3. Has any officer or general partner been convicted of a misdemeanor violation of the provisions on legal document assistants and unlawful detainer assistants at Business and Professions Code § 6400-6416 (attach certified copies of each conviction and disposition).

**Name of corporate officer(s) or general partner(s) for whom conviction information is provided:** \_\_\_\_\_

CORPORATION or PARTNERSHIP  
REGISTRATION AS UNLAWFUL DETAINER ASSISTANT

**E. Revocation of Registration** (NOTE: This information must be provided for each corporate officer or general partner)

- 1. Has any officer or general partner had a registration as a legal document assistant or an unlawful detainer assistant revoked by a County Clerk under Business and Professions Code § 6413 (attach certified copy of each revocation).

**Name of corporate officer(s) or general partner(s) for whom revocation information is provided:** \_\_\_\_\_

I declare under penalty of perjury under the laws of the State of California that all information on this application and on all accompanying documents is true and correct.

Signature\*: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Signature\*: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**\*Corporate applicant:** Application must be signed by: The Chairman of the Board or the President; or by any Vice President **AND** the Secretary, any Assistant Secretary, the Chief Financial Officer or any Assistant Treasurer.

**\*Partnership applicant:** Application must be signed by at least one general partner.

