

APPLICATION FOR REGISTRATION OF AN UNLAWFUL DETAINER ASSISTANT

Business and Professions Code 6403.

The application for registration of a natural person shall contain all of the following statements about the applicant:

- (1) Name, age, address, and telephone number.
- (2) Whether he or she has been convicted of a felony, or of a misdemeanor.
- (3) Whether he or she has 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 he or she has ever been convicted of a misdemeanor violation of this chapter.
- (5) Whether he or she has had a civil judgment entered against him or her in an action arising out of the applicant's negligent, reckless, or willful failure to properly perform his or her obligation as a legal document assistant or unlawful detainer assistant.
- (6) Whether he or she has 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 an individual shall be accompanied by a bond of twenty-five thousand dollars (\$25,000) executed by a corporate surety qualified to do business in this state and conditioned upon compliance with this chapter. The total aggregate liability on the bond shall be limited to twenty-five thousand dollars (\$25,000). 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.

How to Register as an Unlawful Detainer Assistant (Individual)

File with the County Clerk:

- Submit your completed Application of Registration with appropriate document attachments.
- Submit your signed Bond (no copies will be accepted).
- The registrant must be present at the time of registration and must provide a valid government issued identification. The identification must substantially match the name on bond and/or application.
- Pay the filing and recording fee (cash, check, or debit card)
- For individual registration: Submit (2) passport photos.
- Fees for issuance of an additional identification card is \$10.00.

**INDIVIDUAL
REGISTRATION UNLAWFUL DETAINER ASSISTANT
COUNTY OF ALAMEDA**

Registration Number: _____)

This space reserved for County Clerk use

If a renewal, a new # must be assigned if there is any lapse in the period of registration.)

Expiration Date: _____)

Two years from date of filing)

Filing Fees)

Filing registration: \$175.00)

Filing bond: \$ 7.00)

Record the bond – 1st 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)

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Completely fill in all personal information requested in Part A. Check each applicable box in Parts B-E 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). You must sign the completed application under penalty of perjury.

A. Personal Information

Name: _____ Date of Birth: _____

Business Name: _____

Business Address: _____

Business Telephone Number: _____

CA Driver's License Number
(or other personal identification that is acceptable to the County Clerk): _____

B. Civil Judgment

1. I have 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).

2. I have had a civil judgment entered against me in an action arising out of my negligent, reckless or willful failure to properly perform my obligation as a legal document assistant or an unlawful detainer assistant (attach certified copy of each judgment).

**INDIVIDUAL
REGISTRATION AS UNLAWFUL DETAINER ASSISTANT**

C. Criminal Conviction (Note: 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. I have been convicted of a felony (attach certified copies of each conviction and disposition)
- 2. I have 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).
- 3. I have 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).

D. Revocation of Registration

- 1. I have had 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).

E. Disbarment/Suspension

- 1. I am presently disbarred or suspended from the practice of law pursuant to Business and Professions Code § 6100-6117. Date of disbarment or suspension_____

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: _____

Date: _____

Important: This Addendum MUST be part of the Unlawful Detainer Assistant Registration

ADDENDUM TO APPLICATION FOR UNLAWFUL DETAINER ASSISTANT
(CALIFORNIA ASSEMBLY BILL 285)

INDIVIDUAL/CORPORATION-PARTNERSHIP REGISTRATION
AS UNLAWFUL DOCUMENT ASSISTANT Registration #: _____

Individual's Name or Business Name on Application:

RENEWAL OF REGISTRATION – Individual/Corporations-Partnership

Per Business & Professions Code Section 6402.2, to be eligible to renew registration, the registrant shall complete 15 hours of continuing legal education courses, which meet the requirements of Section 6070 MCLE (Minimum Continuing Legal Education Requirements), during the two-year period preceding renewal.

This addendum is incorporated with my application dated: _____

I declare under penalty of perjury under the laws of the State of California that I have completed 15 hours of continuing legal education courses as required per B&P Code Section 6402.2, which meet the requirements set forth in B&P Code Section 6070.

X _____
Signature * Date: Place of Execution

X _____
Signature * Date: Place of Execution

* This Addendum MUST be executed by the same signer(s) of application submitted to the County Clerk.