



# Mark Church

Assessor-County Clerk-Recorder & Chief Elections Officer

555 County Center  
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## Business Change Form

Dear Business Owner:

If you have moved, closed, or sold your business, please complete the bottom section of this form. If you require assistance in completing this form, our office is available to help you between the hours of 8 a.m. and 5 p.m. Our office is located at 555 County Center, 3<sup>rd</sup> Floor, Redwood City. For telephone assistance please call (650) 363-4501, or email us at: [PPDutyAuditor@smcare.org](mailto:PPDutyAuditor@smcare.org).

For more information on how to prepare your 571-L Form, please feel free to visit our website at: <http://www.smcare.org/assessor/bps571.asp>.

<b>Name:</b>	<b>Account number:</b>
<b>DBA:</b>	
<b>Current location address:</b>	
<input type="checkbox"/> <b>Sold business</b>	<b>Date sold:</b>
<b>New owner's name</b>	<b>New DBA (if any):</b>
<input type="checkbox"/> <b>Closed out business</b>	<b>Date closed:</b>
<input type="checkbox"/> <b>Moved out of county</b>	<b>Date moved:</b>
<b>Prior location:</b>	
<b>Signature:</b>	<b>Date:</b>