

Abandonment of Assumed Name Procedure:

6. **Print** the form.
7. **Fill** out the form and have it notarized. Note: Our office does not have a Notary Public on site.
8. **Enclose** a money order/cashier's check in the amount of \$16.00 (no personal checks accepted.)
Money Order and/or Cashier's Check should be made payable to **Val Verde County Clerk.**
9. **Mail** completed form to **Val Verde County Clerk, P.O. Box 1267, Del Rio, TX 78841-1267.**
10. **Call** our office at **830-774-7564** to check if your Assumed Name has been recorded and when you can pick it up or have it mailed to you.

Thank you!