

Trade Name Info

- A Trade Name Certificate is filed in the town where the business is to be conducted
- Mail or hand deliver to the Town Clerk's office
- The filing fee is \$10
- The form must be signed in front of notary
 - If notarized in Town Clerk's office, the notary fee is \$5 per signature
- Copies are available immediately for \$1
- There is an additional \$2 fee if the copy is certified

Submit by mail or in person to:

Town Clerk's Office
235 Grand Street
Waterbury, CT 06702

Office Hours - 8:30am-4:30pm Monday-Friday

Phone - 203-574-6806

