



Business Services Division
Tre Hargett, Secretary of State
 State of Tennessee

INSTRUCTIONS

APPLICATION FOR NAME CHANGE OF THE TRADEMARK OWNER

SUBMISSION OPTIONS

Applications may be filed using one of the following methods:

- **Paper submission:** A blank application may be obtained by going to <http://www.tn.gov/sos/forms/ss-4265.pdf>, by emailing the Secretary of State at TNSOS.ATS@tn.gov, or by calling (615) 741-0531. The application must be hand printed in ink or computer generated and mailed along with the required filing fee to the Secretary of State's office at 6th FL – Snodgrass Tower ATTN: Trademarks, 312 Rosa L. Parks AVE, Nashville, TN 37243.
- **Walk-in:** A blank application may be obtained in person at the Secretary of State Business Services Division located at 6th FL – Snodgrass Tower, 312 Rosa L. Parks AVE, Nashville, TN 37243.

Applications must be accurately completed in their entirety. Applications that are inaccurate, incomplete or illegible will be rejected. This application for name change of the trademark owner should only be used to reflect a change in the owner's name. If there is a change in mark ownership, the Application for Assignment (SS-4262) should be filed instead.

OWNER NAME CHANGE INSTRUCTIONS

1. **Name of the mark:** Enter the mark's name as given on the original application.
2. **Mark number:** Enter the mark's number as assigned at the time of filing the original application.
3. **The original name of the owner of record of the mark:** Enter the original name of the person or entity who currently owns the mark.
4. **The new name of the owner:** Enter the new name of the person or entity.
5. **If the owner's business entity type has changed, select the new type of business entity type:** If the owner's business entity type has changed by reason of conversion or merger, check the box that applies to the owner's new type of business entity. If the business entity type has not changed, leave this space blank.
6. **If the owner's state of incorporation / organization has changed, the new state is:** If the owner has changed the state it is incorporated or organized, enter the new state of incorporation / organization. If the owner's state of incorporation / organization has not changed, leave this space blank.

SIGNATURE AND VERIFICATION

- **By signing the application, the applicant verifies under penalty of perjury that all the statements on the application are true and correct.**
- This application must be signed by the owner. **Failure to sign the application will result in the application being rejected.**
- Type or Print Name & Title. **Failure to type or print the signature name and title of the signer will result in the application being rejected.**

FILING FEE

- The filing fee for the application is \$20.00.
- Make check, cashier's check or money order payable to the Tennessee Secretary of State. Cash is only accepted for walk-in filings. **Applications submitted without the proper filing fee will be rejected.**

APPLICATION FOR NAME CHANGE OF THE TRADEMARK OWNER (SS-4265)



Business Services Division
Tre Hargett, Secretary of State
State of Tennessee
312 Rosa L. Parks Ave., 6th Fl.
Nashville, TN 37243
(615) 741-0531

Filing Fee: \$20.00

For Office Use Only

In compliance with the requirements of T.C.A. § 47-25-507, the undersigned hereby submits a change of name for the owner of a trademark or service mark registered in Tennessee:

1. Name of the mark: _____
2. Mark number: _____
3. The original name of the owner of record of the mark: _____
4. The new name of the owner: _____
5. If the owner's business entity type has changed, select the new type of business entity type:
 Corporation Limited Liability Company Limited Partnership General Partnership Sole Proprietorship
6. If the owner's state of incorporation / organization has changed, the new state is: _____

I declare under penalty of perjury the foregoing statements are true and correct.

Signature Date

Applicant's Signature

Applicant's Name and Title (printed or typed)

***Note: This form should only be used to reflect a change in the owner's name. If there is a change in mark ownership, the Application for Assignment (SS-4262) should be filed instead.**

Submitter Information: Name: _____ Phone #: (____) _____

***Note: Pursuant to T.C.A. § 10-7-503 all information on this form is public record.**