

- [Skip to Main Content](#)
- [Skip to Footer](#)

Alex Padilla
California Secretary of State

[Navigation Menu](#)

[Social Media](#)

- [Home](#)
- [About](#)
- [Business](#)
- [Notary & Apostille](#)
- [Elections](#)
- [Campaign & Lobbying](#)
- [State Archives](#)
- [Registries](#)
- [News](#)
- [Contact](#)

- 
- 
- 

Search



[Print Version \(PDF\)](#)

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FOR IMMEDIATE RELEASE

April 3, 2020

CONTACT:

SOS Press Office

(916) 653-6575

Secretary of State Los Angeles Public Counter Hours Reduced during COVID-19 Pandemic

SACRAMENTO, CA – As the State of California fights the spread of COVID-19, the Secretary of State’s Los Angeles office will be reducing public counter hours to 10:00 a.m. to 3:00 p.m. effective April 6, 2020. Members of the public are encouraged to use the Secretary of State’s online services or contact staff by email or phone for assistance. For regular updates on the Secretary of State’s response to COVID-19, visit our COVID-19 portal: covid-19.sos.ca.gov.

“As California continues efforts to flatten the curve on the COVID-19 pandemic, the public counter hours will be reduced at the Secretary of State’s Los Angeles office — for the safety of both our staff and the public — until further notice,” announced Secretary of State Alex Padilla. “Secretary of State staff in Los Angeles will continue to work diligently with our customers and Sacramento staff to process business filings in a timely manner. I am proud of and grateful to our staff who are continuing the work that keeps our economy and democracy functioning. I urge anyone who needs services from the Secretary of State’s office to first check our online service offerings. If someone is in need of an urgent and critical service, our staff will remain available to provide assistance via email and phone.”

Updated Public Counter Impacts

Business Programs Division

Effective April 6, 2020, the Secretary of State’s Los Angeles office will reduce public counter hours. Public counters in Los Angeles will be open from 10:00 a.m. to 3:00 p.m. with only 2 customers allowed in the office at a time. Secretary of State staff will handle traffic by helping 2 customers at a time while other customers wait on the second floor until their number is called. All Corporation Registrations submitted in the Los Angeles office will be sent to the Sacramento office for processing. Once processed, the outputs will be returned by mail from our Sacramento office.

Anyone with questions about business filings can contact the Business Programs Division staff at (916) 657-5448. Phone wait times may be longer than normal at this time. The Secretary of State’s online business filing tools are available at bizfile.sos.ca.gov. Customers are encouraged to utilize our online services or mail their documents to our Sacramento office directly for processing.

Sacramento Mailing Address

Business Programs Division

1500 11th Street

Sacramento, CA 95814

Secretary of State Division Public Contact Information

Elections: (916) 657-2166, email: <https://www.sos.ca.gov/elections/contact/email-elections-division/>

Business: (916) 657-5448, email(s): <https://www.sos.ca.gov/business-programs/business-entities/contact/>

Constituent services: (916) 653-6774, email: <https://www.sos.ca.gov/administration/contact-information/email-administration/>

Safe at Home: Toll-Free: (877) 322-5227, email: safeathome@sos.ca.gov

Political Reform Division: (916) 653-6224, email: <https://www.sos.ca.gov/campaign-lobbying/contact-us/email-political-reform-division/>

Archives: email: archivesweb@sos.ca.gov

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Executive

- [About the Agency](#)
- [About Alex Padilla](#)
- [Bill Chapters](#)
- [Regulations](#)
- [Agency Reports](#)
- [California Roster](#)
- [News Releases & Advisories](#)
 - [2020](#)
 - [2019](#)
 - [2018](#)
 - [2017](#)
 - [2016](#)
 - [2015](#)
 - [2014](#)
 - [2013](#)
 - [2012](#)
 - [2011](#)
 - [2010](#)
 - [2009](#)
 - [2008](#)
 - [2007](#)
 - [2006](#)
 - [2005](#)
 - [2004](#)
 - [2003](#)
 - [2003 Special](#)
- [Career Opportunities](#)
- [Multimedia](#)
- [Contact Information](#)
- [Email Secretary of State Alex Padilla](#)

Agency

- [Home](#)
- [About](#)
- [Business](#)
- [Notary & Apostille](#)
- [Elections](#)
- [Campaign & Lobbying](#)
- [State Archives](#)
- [Registries](#)
- [News](#)
- [Contact Us](#)

Resources

- [Contracting Opportunities](#)
- [Career Opportunities](#)
- [Site Maintenance Schedule](#)

- [Language Access Complaint Form](#)
- [Guidelines for Access to Public Records](#)
- [Free Document Readers](#)
- [Sitemap](#)
- [California Home Page](#)

-

-



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- [Back to Top ↑](#)
- [Privacy Policy](#)
- [Website Help](#)
- [Accessibility](#)