

**Declaration of Certification  
Common-Interest Community Executive Board Member**

I \_\_\_\_\_, as an elected or appointed member of the  
( print name clearly )  
executive board of \_\_\_\_\_, a  
(Legal name of the association as it appears on Secretary of State's website)  
common- interest community or condominium hotel, Secretary of State (SOS) Entity Number  
of \_\_\_\_\_, certify that I have read and understand, the  
governing documents of the association and the provisions of Chapter 116 or 116B of Nevada  
Revised Statutes (NRS) and Chapter 116 of the Nevada Administrative Code (NAC) to the  
best of my ability.

Indicate one of the following:

- Elected to the board on ..... \_\_\_\_/\_\_\_\_/\_\_\_\_
- Re-Elected to the Board on ..... \_\_\_\_/\_\_\_\_/\_\_\_\_
- Appointed to the Board on ..... \_\_\_\_/\_\_\_\_/\_\_\_\_

Position elected, re-elected, or appointed to: .....  Pres  VP  Sec  Tres  Dir

***“I declare under penalty of perjury under the law of the State of Nevada that the foregoing is true and correct.”***

\_\_\_\_\_  
Signature \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date

*Pursuant to NRS 116.31034(19) “Each member of the executive board shall, within 90 days after his or her appointment or election, certify in writing to the association, on a form prescribed by the Administrator, that the member has read and understands the governing documents of the association and the provisions of this chapter to the best of his or her ability. The Administrator may require the association to submit a copy of the certification of each member of the executive board of that association at the time the association registers with the Ombudsman pursuant to NRS 116.31158.”*

**Do not submit this form to the Division.**

***This form is required to be kept as an association record that MAY be requested by the Division at any time.***