

STATE OF NEVADA
DEPARTMENT OF BUSINESS AND INDUSTRY
REAL ESTATE DIVISION
3300 W. Sahara Ave., Suite 350, Las Vegas, Nevada 89102
(702) 486-4033 / realest@red.nv.gov / <http://red.nv.gov/>

TIMESHARE COMPANY CHANGE

This is not for an employer change.

This is for an entire timeshare company doing an address change or company name change.

INSTRUCTIONS:

1. Fees are listed below for each section. Payment options are check, money order, cashier's check (made payable to NRED), or cash (exact change).
2. Complete only the areas that apply to this change.
3. Current, original, licenses must accompany this form or be received by the Division.
4. Incomplete paperwork will be returned to you for completion.
5. Appointments are required for transactions over three licenses.
6. You may obtain a roster of all licensees associated with the office by submitting a [public records request](#) to the Division.

License Number:

Date:

Name on License (please print):

Full Home Address:

City:

State:

Zip Code:

Phone Number:

Email Address:

\$25 **COMPANY ADDRESS CHANGE:** The FULL address street, city, state, county, and postal code required. Return all Timeshare licenses, permits, and registrations affected by this change and apply the \$25 fee to each license. A list of licensees may be obtained from the Division. (See instruction #6 above)

Company Name:

New Company Address:

City:

State:

Zip Code:

Old Company Address:

City:

State:

Zip Code:

New Phone Number:

New Fax Number:

New Email:

Mailing Address (if applicable):

City:

State:

Zip Code:

\$25 **CHANGE of COMPANY NAME:** Submit a copy of the documents filed with the Nevada Secretary of State and/or County if you registered as a Domestic Corporation, Limited Liability Company, Partnership, or sole proprietor with a DBA.

OLD COMPANY NAME (and dba, if applicable):

NEW COMPANY NAME (and dba, if applicable):

Division use only: Number of licenses changed:

Receipt Number:

Date:

Initials:

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AFFIDVAIT:

Have you had any disciplinary sanctions imposed by any real estate regulatory agency or commission within the past five years? ☐ Yes ☐ No

Have you been convicted of a misdemeanor, gross misdemeanor, or felony since the last renewal of your Real Estate license? ☐ Yes ☐ No

If you answered **yes**, a written explanation and a court issued document if required. A brief written explanation required if the discipline was imposed by the Nevada Real Estate Commission. (Because of confidentiality, please attach as a separate sheet).

I, (print name) _____, by signing below, under the penalty of perjury, affirm that the information provided herein is honest and trustworthy. I pledge to comply with the NRS and NAC 645 statutes and regulations that govern the Nevada Real Estate license in the State of Nevada.

Applicant's Signature Required:

REPORT OF EXISTENCE OF NEVADA BUSINESS LICENSE
Pursuant to NRS 645

All applicants MUST complete this section. Please select ONE option.

- ☐ I have a Nevada business license number assigned by the Nevada Secretary of State upon compliance with the provisions of NRS Chapter 76.
- My Nevada business license number is: _____
- ☐ I have applied for a Nevada business license with the Nevada Secretary of State upon compliance with the provision of NRS Chapter 76 and my application is pending.
- ☐ I do NOT have a Nevada business license number.

The Real Estate Division is not the arbiter of determining whether the applicant needs a business license. Information about the Nevada business license can be found on the Secretary of State's website at: <http://nvsos.gov/>.