

BEFORE THE REAL ESTATE COMMISSION

STATE OF NEVADA

SHARATH CHANDRA, Administrator,  
REAL ESTATE DIVISION, DEPARTMENT  
OF BUSINESS & INDUSTRY,  
STATE OF NEVADA,

Case No. 2024-4

Petitioner,

**FILED**

vs.

JUL 11 2024

BRITTANY N. NORTHUP,  
(B.0143208.LLC)

REAL ESTATE COMMISSION

BY Kelley Valadez

Respondent.

**COMPLAINT AND NOTICE OF HEARING**

The REAL ESTATE DIVISION OF THE DEPARTMENT OF BUSINESS AND INDUSTRY OF THE STATE OF NEVADA ("Division") hereby notifies RESPONDENT BRITTANY N. NORTHUP ("RESPONDENT") of an administrative hearing before the STATE OF NEVADA REAL ESTATE COMMISSION ("Commission"). The hearing will be held pursuant to Chapter 233B and Chapter 645 of the Nevada Revised Statutes ("NRS"), and Chapter 645 of the Nevada Administrative Code ("NAC"). The purpose of the hearing is to consider the allegations stated below and to determine if the RESPONDENT should be subject to an administrative penalty as set forth in NAC 645.806 (3), and the discipline to be imposed, if violations of law are proven.

**JURISDICTION**

RESPONDENT was at all relevant times mentioned in the Complaint licensed as a Broker under license number B.0143208.LLC and is therefore subject to the jurisdiction of the Division and the Commission, and the provisions of NRS chapter 645 and NAC chapter 645.

**FACTUAL ALLEGATIONS**

1. RESPONDENT is broker of record of Sierra Referral Network, LLC. [NRED0001-0003]
2. On December 22, 2021, the Division sent a courtesy email to RESPONDENT reminding her of her obligation to annually submit a Trust Account Reconciliation form 546 or 546A, and reminding RESPONDENT of the annual deadline for submitting these forms (the last day in November every year). [NRED0005]



1 **DISCIPLINE AUTHORIZED**

2 Pursuant to NRS 645.630(g)(2), the Commission is empowered to impose an administrative fine  
3 of up to \$10,000 per violation and suspend, revoke, or place conditions on RESPONDENT'S license if  
4 warranted.

5 Additionally, under NRS 622.400, the Commission is authorized to impose costs of the  
6 proceeding upon RESPONDENT, including investigative costs and attorney's fees, if the Commission  
7 otherwise imposes discipline on RESPONDENT.

8 Therefore, the Division requests that the Commission take such disciplinary action as it deems  
9 appropriate under the circumstances.

10 **NOTICE OF HEARING**

11 **PLEASE TAKE NOTICE**, that a disciplinary hearing has been set to consider the  
12 Administrative Complaint against the above-named Respondent in accordance with Chapters 233B and  
13 645 of the Nevada Revised Statutes and Chapter 645 of the Nevada Administrative Code.

14 **THE HEARING WILL TAKE PLACE on August 13, 2024, commencing at 9:00 a.m., or as**  
15 **soon thereafter as the Commission is able to hear the matter, and each day thereafter commencing**  
16 **at 9:00 a.m. through August 15, 2024, or earlier if the business of the Commission is concluded.**  
17 **The Commission meeting will be held on August 13, 2024, at the Nevada Division of Insurance,**  
18 **1818 E. College Parkway, Suite 103, Carson City, Nevada 89706, with video conference to the**  
19 **Nevada State Business Center 3300 West Sahara Avenue, 4<sup>th</sup> Floor, Nevada Room, Las Vegas,**  
20 **Nevada 89102. The meeting will continue on each day thereafter commencing at 9:00 a.m. through**  
21 **August 15, 2024, until the business of the Commission is concluded.**

22 **STACKED CALENDAR: Your hearing is one of several hearings scheduled at the same**  
23 **time as part of a regular meeting of the Commission that is expected to last from August 13, 2024,**  
24 **through August 15, 2024, or earlier if the business of the Commission is concluded. Thus, your**  
25 **hearing may be continued until later in the day or from day to day. It is your responsibility to be**  
26 **present when your case is called. If you are not present when your hearing is called, a default may**  
27 **be entered against you and the Commission may decide the case as if all allegations in the complaint**  
28

1 were true. If you have any questions, please call Kelly Valadez, Commission Coordinator, at (702)  
2 486-4606.

3 YOUR RIGHTS AT THE HEARING: except as mentioned below, the hearing is an open meeting  
4 under Nevada's open meeting law and may be attended by the public. After the evidence and arguments,  
5 the commission may conduct a closed meeting to discuss your alleged misconduct or professional  
6 competence. You are entitled to a copy of the transcript of the open and closed portions of the meeting,  
7 although you must pay for the transcription.

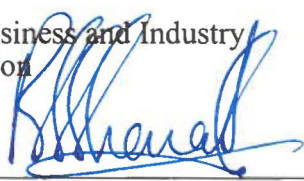
8 As the Respondent, you are specifically informed that you have the right to appear and be heard  
9 in your defense, either personally or through your counsel of choice. At the hearing, the Division has the  
10 burden of proving the allegations in the complaint and will call witnesses and present evidence against  
11 you. You have the right to respond and to present relevant evidence and argument on all issues involved.  
12 You have the right to call and examine witnesses, introduce exhibits, and cross-examine opposing  
13 witnesses on any matter relevant to the issues involved.

14 You have the right to request that the Commission issue subpoenas to compel witnesses to testify  
15 and/or evidence to be offered on your behalf. In making the request, you may be required to demonstrate  
16 the relevance of the witness' testimony and/or evidence. Other important rights you have are listed in  
17 NRS 645.680 through 645.990, NRS Chapter 233B, and NAC 645.810 through 645.875.

18 The purpose of the hearing is to determine if the Respondent has violated NRS 645 and/or NAC  
19 645 and if the allegations contained herein are substantially proven by the evidence presented and  
20 to further determine what administrative penalty is to be assessed against the RESPONDENT, if any,  
21 pursuant to NRS 645.235, 645.633 and or 645.630.


22 DATED the 9 day of July, 2024.

23 State of Nevada  
24 Department of Business and Industry  
25 Real Estate Division

26 By:   
27 SHARATH CHANDRA, Administrator  
28 3300 West Sahara Avenue, Suite 350  
Las Vegas, Nevada 89102

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AARON D. FORD  
Attorney General

By:  \_\_\_\_\_

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