

1 **BEFORE THE REAL ESTATE COMMISSION**

2 **STATE OF NEVADA**

3 SHARATH CHANDRA, Administrator,
4 REAL ESTATE DIVISION, DEPARTMENT
OF BUSINESS AND INDUSTRY,
STATE OF NEVADA,

5 Petitioner,

6 vs.

7 CLAUDIA L. TOWNSEND,
8 (B.1002345.INDV)

9 Respondent.

Case No. 2023-899

FILED

MAR 21 2024

REAL ESTATE COMMISSION

BY Kelly Valadez

10 **COMPLAINT AND NOTICE OF HEARING**

11 The REAL ESTATE DIVISION OF THE DEPARTMENT OF BUSINESS AND INDUSTRY
12 OF THE STATE OF NEVADA (“Division”) hereby notifies RESPONDENT CLAUDIA L.
13 TOWNSEND (“RESPONDENT”) of an administrative hearing before the STATE OF NEVADA REAL
14 ESTATE COMMISSION (“Commission”). The hearing will be held pursuant to Chapters 233B and
15 Chapter 645 of the Nevada Revised Statutes (“NRS”) and Chapter 645 of the Nevada Administrative
16 Code (“NAC”). The purpose of the hearing is to consider the allegations stated below and to determine
17 if the RESPONDENT should be subject to an administrative penalty as set forth in NRS 645.630 and/or
18 NRS 622.400, and the discipline to be imposed, if violations of law are proven.

19 **JURISDICTION**

20 RESPONDENT, at all relevant times mentioned in this Complaint, was actively licensed as a
21 Broker (B.1002345.INDV). RESPONDENT is, therefore, subject to the jurisdiction of the Division and
22 the Commission, and the provisions of NRS Chapter 645 and NAC Chapter 645. As of the date of this
23 Complaint, RESPONDENT’S broker’s license is currently in “active” status.

24 **FACTUAL ALLEGATIONS**

- 25 1. RESPONDENT’S broker’s license was first issued in September of 2019. *NRED 003.*
26 2. On or about September 21, 2020, RESPONDENT timely submitted her Form 546A
27 mandatory broker annual reporting prior to the expiration month of her broker’s license (September 30,
28 2020). *NRED 005.*

1 3. But in 2021, the RESPONDENT failed to timely submit her Form 546A to the Division.
2 *NRED 005.*

3 4. Therefore, on or about October 25, 2021, as a courtesy, the Division informed the
4 RESPONDENT it would not issue an administrative fine if she just submitted her form.
5 *NRED 004.*

6 5. In response, on October 27, 2021, the Division received RESPONDENT'S tardy
7 Form 546A. *NRED 005.*

8 6. On or about September 30, 2022, RESPONDENT timely submitted her Form 546A.
9 *NRED 005.*

10 7. But in 2023, the RESPONDENT again failed to timely submit her mandatory broker
11 annual reporting to the Division. *NRED 005.*

12 8. Therefore, on or about October 26, 2023, the Division sanctioned the RESPONDENT
13 for her repeated failure to submit her Form 546A and issued an administrative fine of \$250 due by
14 November 27, 2023. *NRED 007 – 008.*

15 9. In response, on or about November 15, 2023, the Division received only
16 RESPONDENT'S tardy Form 546A, but not the \$250 administrative fine due. *NRED 005.*

17 10. Therefore, on or about December 14, 2023, the Division informed the RESPONDENT
18 she still had not remitted payment for the fine. *NRED 009.*

19 11. Accordingly, in a letter dated January 10, 2024, the RESPONDENT was informed the
20 Division would proceed formally due to her nonpayment of the \$250 administrative fine. *NRED 011.*

21 12. On or about January 17, 2024, the Division's letter was attempted delivery with notice left
22 to the RESPONDENT. *NRED 012.*

23 **VIOLATIONS OF LAW**

24 RESPONDENT committed the following violations of law:

25 1. Pursuant to NRS 645.633(1)(b), RESPONDENT violated NAC 645.806(3) for failing to
26 submit her Form 546A by the last day of her real estate license expiration month.

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1 **DISCIPLINE AUTHORIZED**

2 2. Pursuant to NRS 645.630 and NRS 645.633, the Commission is empowered to impose an
3 administrative fine per violation against RESPONDENT that may not exceed \$10,000, and further to
4 suspend, revoke, or place conditions on the license of RESPONDENT.

5 3. 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 4. Therefore, the Division requests that the Commission take such disciplinary action as it
9 deems 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
13 and 645 of the Nevada Revised Statutes and Chapter 645 of the Nevada Administrative Code.

14 **THE HEARING WILL TAKE PLACE on May 14, 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 May 16, 2024, or earlier if the business of the Commission is concluded at the**
17 **Nevada State Business Center, 3300 West Sahara Avenue, 4th Floor – Nevada Room, Las Vegas,**
18 **Nevada 89102, with video conferencing to the Nevada Division of Insurance, 1818 E. College**
19 **Parkway, Suite 103, Carson City, Nevada 89706.**

20 **STACKED CALENDAR: Your hearing is one of several hearings scheduled at the same**
21 **time as part of a regular meeting of the Commission that is expected to last from May 14, 2024,**
22 **through May 16, 2024, or earlier if the business of the Commission is concluded. Thus, your**
23 **hearing may be continued until later in the day or from day to day. It is your responsibility to be**
24 **present when your case is called. If you are not present when your hearing is called, a default may**
25 **be entered against you and the Commission may decide the case as if all allegations in the complaint**
26 **were true. If you have any questions, please call Kelly Valadez, Commission Coordinator,**
27 **at (702) 486-4606.**

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

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

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

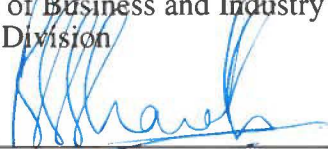
16 The purpose of the hearing is to determine if the RESPONDENT has violated NRS 645 and/or
17 NAC 645 and if the allegations contained herein are substantially proven by the evidence presented and
18 to further determine what administrative penalty is to be assessed against the RESPONDENT, if any,
19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


20
21 DATED this 20 day of March 2024.

DATED this 19th day of March 2024.

22 STATE OF NEVADA
23 Department of Business and Industry
Real Estate Division

AARON D. FORD
Attorney General

24
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