



Occupational and Business Licensing
555 Wright Way
Carson City, Nevada 89711
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REGISTRATION PROGRAM REQUIREMENTS FOR PARTICIPATION

1. A valid Nevada license as a licensed Nevada dealer.
2. Application for Vehicle Registration Program. (OBL292)
3. Personal History Questionnaire completed by each principal or corporate officer being listed on the application. (OBL242)
4. Authorization for Release of Information form signed by each principal or corporate officer. Release must be notarized or signature witnessed by an authorized Nevada DMV representative. (OBL254)
5. Child Support Information Form completed and signed by each principal. (OBL268)
6. Licensee Acknowledgement form. (OBL308)
7. A surety bond or deposit in lieu of bond in the amount of \$10,000. (OBL294)
8. Established place of business within this state to maintain the records relating to the program to register motor vehicles.
9. Establish and maintain a separate account for depositing the money collected for the issuance of registrations.
10. Employ a person to issue registrations that has completed a course of training provided by the Department.
11. Personal computer compatible with DMV computer application. See Registration Program Minimum Standard Computer Workstation Recommendations. (OBL295)
12. Maintain and restrict access to a secure area for the storage of documents, forms and other supplies provided by the Department.

CRITERIA FOR DEALER TO BE CONSIDERED TO PARTICIPATE IN THE VEHICLE REGISTRATION PROGRAM

Before a business Licensee may be considered for participation in the Registration Program, the applicant(s) must:

- Have been continuously licensed by the Department as a vehicle dealer for not less than 1 year immediately preceding the date of application
- Not have had a license to engage in an occupation or business that is regulated by the department revoked
- Have satisfactorily conducted a business as a vehicle dealer in accordance with the provisions of NRS 482 for not less than 1 year immediately preceding the date of application
- Not have knowingly issued a check to the Department that was returned for insufficient money or credit within 1 year immediately preceding the date of application
- Not have committed a violation of any provision of the Nevada Revised Statutes or Nevada Administrative Code that resulted in an administrative fine or suspension within 1 year immediately preceding the date of application
- Not have committed a subsequent violation of any provision of NRS or NAC that resulted in an additional administrative fine or suspension within 3 years immediately preceding the date of application
- Not be owned in whole or in part by or employ any person who has been convicted of or pleaded nolo contendere to a felony or gross misdemeanor or a misdemeanor in violation of the provisions of NRS 482 or NAC 482 within 4 years immediately preceding the date of application
- Have a personal computer that meets the workstation recommendations as defined by the Department. See Vehicle Registration Program Computer Workstation Recommendations (OBL295).
- Maintain a secure building on the premises of the business, where the computer will have limited accessibility
- Comply with all requirements set forth in Nevada Revised Statute and Nevada Administrative Code pertaining to the Registration Program