



Nevada Gaming Control Board
Investigations Division
Attention: Applicant Services
1919 College Parkway
Carson City, NV 89706
(775) 684-7840

SERVICE PROVIDER **RENEWAL** REGISTRATION INSTRUCTIONS

Business Name: _____

Individual Name: _____

Complete and return this checklist with your application. All applications must be arranged in the order listed below. A complete application will consist of the applicable documents/items listed below and any additional documents/items as may be necessary and/or required by NGC Regulations. All forms can be found on our website at gaming.nv.gov:

The following forms and items must be submitted to the Nevada Gaming Control Board.

- This checklist, completed and signed.
- [Form 1R](#) Application for Registration: to be submitted by individual applicants who are a Corporate Officer (CEO, COO, CFO, & CTO), Member, Manager or Equity Holder of 10% or more (Individuals Only). Individuals who run the daily operations.
- [Form 2R](#) Application for Registration by Corporation/Partnership/LLC.
- [Form 4RR](#) Personal History Record RENEWAL: to be filed by each individual required to be registered
- [Form 17](#) Release and Indemnity of All Claims: to be filed by each individual required to be licensed or found suitable.
- [Form 18R](#) Request to Release Information: to be filed by each individual required to be registered. If the applicant is married, the applicant's spouse must also sign this form.
- [Form 28](#) Fingerprint Receipt: Complete Form 28 and go to any [certified fingerprinting facility](#) in Nevada to have your fingerprints electronically taken. Ensure the printing facility signs and dates the form. In the event electronic fingerprinting is not available or if taken outside of Nevada, three completed fingerprint cards (FD-258) for each individual applicant must be submitted. Ensure the printing facility signs and dates cards. Due to the FBI's chain of custody requirements, the completed fingerprint cards must be mailed by the certified printing facility directly to the Nevada Gaming Control Board, Attn: Applicant Services, 1919 College Parkway, Carson City, NV 89706.
- [Form 28A](#) Fingerprint Civil Applicant Waiver: to be filed by each individual required to be licensed or found suitable.
- Copy of Nevada Secretary of State filing.
- A check or money order made payable to the Nevada Gaming Control Board in the amount of \$5,000. Checks for the registration fee cannot be drawn on a foreign bank and cash is not accepted.

Each applicant needs to complete and sign a checklist attesting the information being provided to the Board is accurate and complete, agrees to cooperate with all requests, inquiries, or investigations of the Board and Commission. An applicant for a registration is seeking the granting of a privilege, and the burden of proving his/her qualifications to receive such a registration is at all times on the applicant. An applicant must accept any risk of adverse public notice, embarrassment, criticism, or other action, or financial loss which may result from action with respect to an application, and expressly waives any claim for damages as a result thereof.

Name

Date
