County Clerk

FICTITIOUS FIRM NAME

It is required by Nevada Revised Statutes (NRS 602.010) that every person doing business in the state of Nevada under an assumed or fictitious name that is different from the legal name of each person who owns an interest in the business must file with the County Clerk of each county in which the business is being conducted a certificate containing the information required by NRS 602.020

As part of our efforts to provide practical services to you, information associated with Fictitious Firm Names filed from 1974 through December 2006 are available online. Due to a recent upgrade to our system, transactions occurring after December 2006 are not yet available online at our website: **www.clark.nv.us/clerk/FFN**. For additional information, to view the actual record, or to obtain information regarding names filed after October 2006, you will need to come into one of our locations or contact us by telephone. Note that the original record is only available at our Regional Justice Center location at 200 Lewis Avenue, 5th Floor, but the image can be printed for viewing at any of our locations.

RENEWALS

On January 2, 2002, Clark County code 7.24 was amended to require that fictitious firm names be renewed every five years. All certificates to do business under an assumed or fictitious name filed before January 1, 1998, expired on December 31, 2002. Certificates filed after January 1, 1998 shall expire on the last day of the sixtieth month from the date of filing. Individuals whose certificates expire after January 1, 2003 will receive a reminder notice approximately 60 days prior to the expiration date. Notices will be sent to the most recent address on file with our office.

HOW TO FILE

Information

Fictitious firm names must be renewed every five years.

The application must state the assumed or fictitious name under which the business is being conducted or is intended to be conducted by:

a) A natural person
b) An artificial person required to make annual filings with the Secretary of State to retain its good standing, its name as it appears in the records of the Secretary of State
c) A general partnership
d) A trust

Effective October 1, 2005, NRS 602.017 places a number of additional restrictions on the adoption of fictitious firm names. Further, the statute mandates that no County Clerk may accept for filing a certificate which violates any provisions of this chapter.

The filing of a fictitious firm name does not give exclusive rights to the use of that name. A fictitious filing is required by statute (NRS 602.010) and is also required by the Business License office before issuing a license under a fictitious name.

A person doing business in this state without complying with the requirements of this chapter or having falsely filed a certificate of termination is guilty of a misdemeanor (NRS 602.090).

Each individual business name must have a separate filing. Multiple fictitious names cannot be included on a single certificate.

Fictitious firm name or termination forms may be obtained from attorneys, local banks, our offices, or our web page. Forms must be properly completed and signed prior to being presented for filing.

Filings, changes, terminations and renewals may be submitted Monday through Friday, 8:00 AM to 5:00 PM at County Clerk Offices located in the Regional Justice Center, Clark County Government Center. Forms may be submitted at our Mesquite and Laughlin offices during the hours indicated below.

For your convenience, filings, renewals, changes and terminations may be submitted by mail using the mailing address below.

Please submit:
- The new application, renewal or change form with original signatures
- Two copies of the new application, renewal or change form (there is a fee of $1.00 per copy for copies made at the Clerk's Office
- Filing fees (as listed below) in cash, check or money order payable to County Clerk
- If mailing, include a self-addressed, stamped envelope and mail to the mailing address listed below under Locations.

Please note that name changes are for name changes of an existing owner only and may not be used to change the name of the business. There is no fee for changing an existing owner's name or the address of an owner or business.

FEES

Filing fees must be paid by cash, check or money order payable to the County Clerk
Fictitious Firm Name Fees:

Copies	$1.00 per page
New Filings	$20.00
Renewals	$20.00
Terminations	$15.00
Change of owner name or address	No charge

DIRECTIONS TO OUR OFFICES

LOCATIONS:
County Clerk's Office
Regional Justice Center
200 Lewis Avenue, 5th Floor
Las Vegas, NV 89155
(or 89101 for overnight)

County Clerk's Office
Commission Division
500 S. Grand Central Pkwy.
1st Floor (next to Development Services)
Las Vegas, NV 89155

MAILING ADDRESS:
County Clerk's Office
(Fictitious Firm Names Only)
P.O. Box 551604
Las Vegas, NV 89155-1604

County Clerk's Office
Mesquite Office
500 Hillside Drive
Mesquite, NV 89024

Mesquite office hours:
Wednesday, 8:00 a.m. to 3:30 p.m.
Friday, 3:00 p.m. to 9:00 p.m.
Saturday, 9:00 a.m. to 3:00 p.m.

County Clerk's Office
Laughlin Office
101 Civic Way
Laughlin, NV 89029

Laughlin office hours:
Tuesday - Thursday, 8:00 a.m. to 5:00 p.m.
Friday, 8:00 a.m. to 8:00 p.m.
Saturday- Sunday, 8:00 a.m. to 5:00 p.m.

County Clerk's Office
Henderson Office
240 S. Water Street
Henderson, NV 89015

Henderson office hours:
Thursday - Friday, 7:30 a.m. to 6:00 p.m. (Excluding holidays)
Closed for lunch from 12:00 noon to 12:30 p.m.

Certificate of Business: Fictitious Firm Name

Please Select One:

☐ New Application
☐ Renewal of existing fictitious firm name

Please Print or Type

The expiration date for such certificates shall be the last day of the sixtieth month from the date of filing.

The undersigned do/does hereby certify that _____
(Name of individual, corporation, partnership or trust)

with mailing address of _____, _____, _____, _____
(Mailing Address for notification of renewal) (Street) (City) (State) (Zip)

is/are conducting business in Clark County, Nevada, under the fictitious name of

_____
(Fictitious Firm Name) or (Doing Business As)

and that said firm is composed of the following person(s) whose name(s) and address(es) are as follows:

By signing below I do solemnly swear (or affirm), under penalty of perjury, that all statements made in this document are true.

Full Name and title (Type or Print) Signature Date

Street Address of Business or Residence City, State, Zip

Mailing Address, if different from above City, State, Zip

(2)_____ _____
Full Name and title (Type or Print) Signature Date

Street Address of Business or Residence City, State, Zip

Mailing Address, if different from above City, State, Zip

(3)_____ _____
Full Name and title (Type or Print) Signature Date

Street Address of Business or Residence City, State, Zip

Mailing Address, if different from above City, State, Zip

(4)_____ _____
Full Name and title (Type or Print) Signature Date

Street Address of Business or Residence City, State, Zip

Mailing Address, if different from above City, State, Zip

Mail to: Shirley B. Parraguirre, County Clerk, Attn. FFN, P.O. Box 551604, Las Vegas NV 89155-1604
Include: Filing Fee of $20.00 with the application plus 2 copies and a self-addressed stamped envelope

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