

## Submitting an Application for a Storey County Business License

Before submitting your application, you need...

- A State of Nevada License
- A Nevada Contractor's License (if performing contractor work)

State of Nevada: <https://www.nvsilverflume.gov/home>

Nevada Contractor's Board: <http://www.nscb.nv.gov/>

In this package, please find the Storey County Business License Application (2 pages) and D-25 form. Please complete and return to [businesslicense@storeycounty.org](mailto:businesslicense@storeycounty.org) . Include proof of your State and (if needed) Contractor license. If unable to do so we will confirm online.

Once we've received this documentation, we'll verify and set up an account for you. We will send you a link to pay online (online payment fee applies) or you can send a check to our PO Box. Once fees are paid, we'll send you a receipt that will serve as a temporary business license until a permanent license can be mailed.

# Storey County Community Development BUSINESS LICENSE APPLICATION

**Office Use Only:**

DATE: \_\_\_\_\_ ACCOUNT NUMBER: \_\_\_\_\_ LICENSE DATES: \_\_\_\_\_ to \_\_\_\_\_  
 FEES SUBMITTED: \$ \_\_\_\_\_ LIC CLASS: \_\_\_\_\_ SQ. FT: \_\_\_\_\_ EMP: \_\_\_\_\_  
 HOME OCCUPATION:  YES  No NV Contr # \_\_\_\_\_ Exp \_\_\_\_\_ Limit \_\_\_\_\_  
 INSPECTION Required:  YES  No Other Requirements: \_\_\_\_\_

1.  New Business  Change in Ownership  Change in Location  Adding Name to Business  
 2. Corporation Name: \_\_\_\_\_ 3. NV Tax ID: \_\_\_\_\_  
 NV Business License: \_\_\_\_\_  
 4. Corporate Address: \_\_\_\_\_ Business Ph: ( \_\_\_\_\_ ) \_\_\_\_\_ Fax ( \_\_\_\_\_ ) \_\_\_\_\_  
 5. **Doing Business in Nevada as:** \_\_\_\_\_ Email: \_\_\_\_\_  
 6. Mailing Address: \_\_\_\_\_  
 7. Location of Business Operations: \_\_\_\_\_  
 8. Location of Business Records: \_\_\_\_\_ Phone # ( \_\_\_\_\_ ) \_\_\_\_\_  
 9. Location Business License is Displayed: \_\_\_\_\_

10. Name of Owners(s), Partners, Corporate Officers, Etc. (If individual Ownership, list only one Owner.)  
**Name:** (Last, First, MI) \_\_\_\_\_ **Residence:** (Address, City, State Zip) \_\_\_\_\_  
 \_\_\_\_\_  
**Title:** \_\_\_\_\_ **Residence Telephone #** ( \_\_\_\_\_ ) \_\_\_\_\_  
**Name:** (Last, First, MI) \_\_\_\_\_ **Residence:** (Address, City, State Zip) \_\_\_\_\_  
 \_\_\_\_\_  
**Title:** \_\_\_\_\_ **Residence Telephone #** ( \_\_\_\_\_ ) \_\_\_\_\_  
**Name:** (Last, First, MI) \_\_\_\_\_ **Residence:** (Address, City, State Zip) \_\_\_\_\_  
 \_\_\_\_\_  
**Title:** \_\_\_\_\_ **Residence Telephone #** ( \_\_\_\_\_ ) \_\_\_\_\_  
 11. **Name of Local Contact:** (Last, First, MI) \_\_\_\_\_ **Residence Address:** (Street, City, State Zip) \_\_\_\_\_  
 \_\_\_\_\_  
**Title:** \_\_\_\_\_ **Residence Telephone #** ( \_\_\_\_\_ ) \_\_\_\_\_  
 12. **Date Business Started in Nevada** \_\_\_\_\_ **In-County ONLY:** **Commercial Building Sq Ft** \_\_\_\_\_ **Number of Units** \_\_\_\_\_ **Number of Employees** \_\_\_\_\_  
 13. Describe the Nature Your Business: \_\_\_\_\_  
 \_\_\_\_\_  
 14. If you have acquired a Nevada Business or Changed ownership, please complete this section:  
**Date Acquired:** \_\_\_\_\_ **Name(s) of Previous Owner(s):** \_\_\_\_\_

**NOTE: You are not authorized to conduct any business in Storey County until all requirements for this Business License are fulfilled.**  
**I CERTIFY THE INFORMATION PROVIDED IN THIS REGISTRATION FORM IS TRUE, CORRECT AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND BELIEF.**  
**Print Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Official Use Only:** TEMPORARY Business License Issued:  Yes  No DATE \_\_\_\_\_  
 INSPECTION Required:  Yes  No Date Inspection Turned in: \_\_\_\_\_  
**DATES:** Building Dept Approval: \_\_\_\_\_ Fire Dept Approval: \_\_\_\_\_ Health Dept. Approval: \_\_\_\_\_ Other: \_\_\_\_\_  
**Commissioner Meeting:** 1<sup>st</sup> READING Date: \_\_\_\_\_ APPROVAL Date: \_\_\_\_\_  
**NOTES:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Business Name: \_\_\_\_\_ Acct Number: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ License Dates: \_\_\_\_\_ to \_\_\_\_\_

Annual License Type: \_\_\_\_\_ Fee \$ \_\_\_\_\_  
Annual License Type: \_\_\_\_\_ Fee \$ \_\_\_\_\_

**\*\* In County ONLY:** **\*\* Employees:** \_\_\_\_\_ Fee \$ \_\_\_\_\_  
If NOT Exempt **\*\* Square Feet:** \_\_\_\_\_ Fee \$ \_\_\_\_\_  
Calculate Employees, Footage and Units **\*\* Commercial Units:** \_\_\_\_\_ Fee \$ \_\_\_\_\_

**ANNUAL / Renewable TOTAL: \$ \_\_\_\_\_**

**ANNUAL FEE**

- \$ **700.00** - Fortunetelling, Palmistry
- \$ **25.00** - **General** - (Businesses located in Storey County)  
*(Requires Building + Fire & Life Safety Inspections)*
- \$ **25.00** - **Home Business** (Exempt from Calculations)  
*(Located in Storey County / Home Occupation Sheet)*
- \$ **100.00** - **Contractors, Professionals**  
*(Copy of NV License or if NOT, Professional License)*
- \$ **135.00** - **Massage/Therapeutic Services**  
*(Need proof-schooling)*
- \$ **475.00** - **Mining, Excavation, Earth-Moving/Processing**
- \$ **.00** - **Non-Profit** - Proof of 501.c(x) Status
- \$ **75.00** - **Out of County** (Except Contractor)
- \$ **250.00** - **Pawn** - (+100.00 if accept Motor Vehicle)
- \$ **475.00** - **Subdivision** - Sales (Commercial)
- \$ **100.00** - **Transportation** - Companies

**FOR: Alarms, Child Care, Escort, Gaming, Liquor, Prostitution, Solicitation (Door to Door) and Utilities**  
**MAKE APPLICATION with the SHERIFF's Business Office**  
**P O Box 498 – Virginia City NV 89440 – (775) 847-0959**

**For businesses located In-County ONLY – Include:**

- \*\* Employees** - (includes persons engaged in the business i.e., Partners or Co-Owners, etc.)

1 to 5	\$ 25.00
5 to 10	\$ 40.00
11 to 25	\$ 75.00
26 to 50	\$ 125.00

Over 50 = \$ 125.00 + \$ 2.00 for each additional employee  
**EXEMPT** - Brothels, Cabaret, Fortunetelling, Special Events, Independent Contractors, Home Occupation, Out-of County.
- \*\* Square Feet** (Building or Site)

1 to 1,999	\$ 15.00
2,000 to 2,999	\$ 31.00
3,000 to 4,999	\$ 63.00
5,000 to 7,499	\$ 94.00
7,500 to 9,999	\$ 125.00
10,000 to 24,999	\$ 188.00
25,000 to 99,999	\$ 250.00
100,000 to 499,999	\$ 500.00
500,000 +	\$ 1,000.00

**EXEMPT** - Brothels, Cabaret, Fortunetelling, Special Events, Independent Contractors, Home Occupation, Out-of-County.
- \*\* Units** – *Commercial ONLY*  
\$ 2.00 Per unit fee for apartments, storage units, RV & MH spaces, pay-parking lot spaces. Must also have a General License.  
**EXEMPT** - the rental of three (3) or less Residential Units

Handing out **FLYERS** on the street is **prohibited** by Storey County Code - Must go to County Commissioners.

**HANDYMAN:** Must charge hourly rate; Shall Not Bid Jobs without a Contractor's License or Charge for Materials; NO Structural Framing; NO Electrical; NO Plumbing; NO Mechanical and NO Commercial Construction. NO work can be done that is a violation of NRS Chapter 624.

Quarters to Pay : \_\_\_\_\_ \$ \_\_\_\_\_

**One-Time APPLICATION Fee: \$ **25.00****

**TOTAL payable to Storey County Business License with APPLICATION: \$ \_\_\_\_\_**



Form instruction and general information:

1. The top section will be completed with information about the business and ownership.
2. The middle section consists of three boxes. Only one box must be checked. Check the first box, if the business has obtained workers' compensation insurance. Please provide the insurance policy effective date and policy number where indicated. Check the second box, if the business meets one of the statutory exemptions or the business has no employees nor hires any contractors/sub-contractors. Check the third box, if the business is self-insured with a valid certificate of insurance. Please provide the self-insured policy effective date and certificate number where indicated.
3. The next to bottom section please check the appropriate box indicating the license application type. Provide applicant information as indicated.
4. The bottom section contains two signature lines. Only one applicant signature and date will be provided. If the form is executed in Nevada, applicant will sign and date the first line. If the form is executed outside of Nevada, applicant will sign and date the second line.

The provisions of Chapter 616A to D, inclusive, of the Nevada Revised Statutes require every person, firm, voluntary association, and private corporation, including any public service corporation, which has any person, subcontractor, or independent contractor, under contract of hire, to obtain industrial insurance coverage in Nevada or obtain a certificate of self-insurance from the Nevada Commissioner of Insurance. **Subcontractors and independent contractors engaged in the same trade, business, profession or occupation as the hiring person or business, are by law considered to be employees.** One exception to the requirement for industrial insurance is if you or your business hires no employees, subcontractors or independent contractors. You are not required to obtain industrial insurance coverage for the following employees: theatrical or stage performers; casual musicians; household domestics, farm, dairy, agricultural or horticultural laborers, or persons engaged in stock or poultry raising; voluntary ski patrolman; real estate brokers and/or salesmen; direct sellers; or clergy. Businesses which elect to obtain industrial insurance coverage for such persons, gain valuable rights and significantly reduce liabilities for injuries to these persons. **A business which hires persons who are exempt from the provisions of Chapter 616A to 617, inclusive, of the Nevada Revised Statutes may be held liable in tort for injuries to those persons.** A business which hires exempt persons may elect to obtain industrial insurance, including sole proprietor coverage and partnerships.

**IMPORTANT NOTICE:** Pursuant to the provisions of NRS 616D.200(1): Any employer within the provisions of NRS 616B.633 who fails to provide, secure or maintain compensation as required by the terms of this chapter, is: (a) for the first offense, guilty of a **misdemeanor** and (b) for a second or subsequent offense committed within 7 years after the previous offense, guilty of a **category D felony**.

Definitions for Purposes of this Affirmation:

"Applicant" is the person executing this document.

"Business Name" is the name under which the business will operate, including the identification of any other names under which the entity will do business.

"Corporation" is a business which is incorporated in the state of Nevada or in any other state, and which is recognized as an active corporation by the Secretary of State for the State of Nevada.

A Type of Business@ means the nature of business . . .

"Individual" is a person who operates a business which hires no employees, subcontractors or independent contractors.

"Partnership" is a business which is owned and operated by two or more individuals who share ownership rights to the net profits of the business and who share in all the liabilities of that business. A limited partnership is included in the term partnership if the limited partners are investors only, and do not perform services for the business.

"Principal Owner" is the owner, sole operator, designated general partner, or resident agent for the corporation.

"Sole proprietor" is a self-employed owner of an unincorporated business and includes working partners and members of working associations which may or may not hire employees.