



Department of Business and Industry

Nevada Division of Insurance

1818 East College Parkway, Suite 103, Carson City, Nevada 89706 Phone: (775) 687-0700

Annual Renewal Checklist:
**RATE SERVICE
ORGANIZATION**

The following checklist pertains to a **RATE SERVICE ORGANIZATION** who wishes to continue to operate in Nevada.

1. A Letter stating the organizations intention to continue business in the State of Nevada.
2. Pursuant to NRS 686B.143 *Payment of child support: Statement by applicant for license; grounds for denial of license; duty of Commissioner.* A natural person who applies for the issuance or renewal of a license as a rate service organization shall submit to the Commissioner the statement prescribed by the Division of Welfare and Supportive Services of the Department of Health and Human Services pursuant to [NRS 425.520](#). The statement must be completed and signed by the applicant.

3. Application renewal fees

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| a. Annual Renewal (NRS 680B.010.14 (b)) | \$500 |
| b. Fund for Insurance Admin & Enforcement (NRS 680C.110.4(r)(2)) | \$1,300 |

The required filings are due on or before March 1st.

Submit the above required documents via the *Financial Filings Portal* on our website <https://doi.nv.gov/Insurers>.

An invoice e-mailed on or before February 1st, will be the only invoice that the Division will send out directly. If you do not receive the invoice on the initial send out, you will be able to download it via the *Company Invoice Service* located on the Insurers tab of our website.

Please refer any questions to finances@doi.nv.gov.