



Department of Business and Industry

Nevada Division of Insurance

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Checklist for Funeral Seller Applications

Quarterly Reports

Trustees handling a trust fund related to funeral services must submit quarterly financial statements to the Commissioner showing the activity of all trusts required to be maintained by any seller and the total market value of each trust as of the first day of the calendar quarter. For a detailed list of what must be included in the annual report, please see [NRS 689.325](#).

Bond Requirements

- ☐ [NRS 689.185](#) – Funeral Sellers must maintain a surety bond for \$50,000 or more, or a deposit of cash. Upload copy with application. Send the original to the Division at the address above.

Application and Fees

- ☐ Applications are submitted online. \$185 for application fee paid through www.sircon.com.

Required Items to Upload to Application

- ☐ List of owners, officers, directors, and individuals authorized to act for the entity.
- ☐ (Resident Only) [Fingerprint Authorization Form](#) for all owners, officers, directors, and individuals authorized to act for the entity with the tracking control number (TCN) and reason code NRS 689.175 from an [approved fingerprint vendor](#).
- ☐ (Resident Only) [Fingerprint Background Waiver](#) for all owners, officers, directors, and individuals authorized to act for the entity.
- ☐ Copy of trust agreement. Include name and address of proposed trustee. Include written statement signed by an authorized officer of the proposed trustee that the proposed trustee understands the nature of the proposed trust fund and accepts it.
- ☐ Copy of contract with each proposed performer. Include name and address of trustee, name, and address of proposed performers, specify what services, supplies, and equipment each performer is to furnish under the proposed prepaid contract. For a detailed list of what must be included in the contract, please see [NRS 689.275](#).
- ☐ Occupational experience, name, and address for the preceding 5 years for Seller's primary owner or officer.
- ☐ Certified copies of the articles of incorporation filed with the Nevada Secretary of State's Office.
- ☐ Entity bylaws