Department of Business and Industry

Nevada Division of Insurance



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# Resident and Nonresident

**Business Entity Fictitious Name/DBA**

**Filing Form**

Pursuant to [NRS 683A.301](https://www.leg.state.nv.us/nrs/NRS-683A.html#NRS683ASec301), you may not transact business under a fictitious name/DBA until it has been approved and filed with the Division of Insurance and the County Clerk of the county(ies) you intend to use the name in.

1. Email the Division of Insurance at [Nevada.Licensing@doi.nv.gov](mailto:Nevada.Licensing@doi.nv.gov) for name approval **before** filing with the County Clerk’s office.
2. Once approved by the Division of Insurance, file the fictitious name/DBA with the County(ies) you wish to use the name in.
3. Return this completed form **and** a copy of the **approved** County Clerk filing(s) to [Nevada.Licensing@doi.nv.gov](mailto:Nevada.Licensing@doi.nv.gov).

**NOTE:** Entities that are required to maintain a surety bond for licensure must submit a surety bond or rider from the surety company which includes the fictitious name/DBA.

**(Please print or type)**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Business Entity Legal Name 1 | | | | | Incorporation/Formation Date  2  (mm/dd/yyyy) | | | FEIN  3 | |
| Fictitious Name/DBA (Must provide Nevada County Clerk Filing Form – see link below)  4 | | | | | | | | | |
| Is the business entity affiliated with a financial institution/bank? (Yes or No)  5 | | | | | State of Domicile  6 | | | | |
| Business Address  7 | | | | City  8 | | | State  9 | | Zip  10 |
| Phone Number  11 | Fax Number 12 | Business Web Site Address 13 | | | | Business E-Mail Address  14 | | | |
| Mailing Address  15 | | | P.O. Box  16 | City  17 | | | State  18 | | Zip  19 |
| **Must be signed by an officer, director, principal or partner of the business entity:**  20  **Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Printed Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**    **Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**    **Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | | | | | | |

**County Clerk information for a fictitious name/DBA filing:**

<https://www.nvsos.gov/sos/businesses/resources/county-clerk-information-for-filing-a-fictitious-firm-name-or-dba-doing-business-as>

**Nevada statutes for doing business under a fictitious name:** <https://www.leg.state.nv.us/nrs/nrs-602.html>