

ONLINE APPLICATION WORK AROUND:

TITLE AGENT OR ESCROW OFFICER APPLICATION SUBMISSION

Please note that application fees, affiliation fees, service and processing fees apply. There are no refunds.

The benefit of the online application process gives the applicant the availability to monitor the application status electronically from their own computer. Once the license is issued they will have the opportunity to print their own license online via the Internet at www.sircon.com/nevada.

1. **Apply for a license:** [Click here](#)
2. **Select Submit Resident Application** **Individual**
3. **Enter the Last Name; SSN; Confirm the SSN; and identify the Preparer**
4. Select the name of the state in which you are applying: **Nevada**.
5. **Payment method:** The payment will default to Credit card unless you specify otherwise.
6. Select **Continue** at the bottom of the page.
7. **WORK AROUND:** Select **Producer**
8. **WORK AROUND:** Qualification Information: Select **Crop**
9. **Complete the Individual contact information**
Be sure to fill out all required fields or you may encounter an error upon completion.
10. **Employment History**
Account for all time for the past five years. Give all employment experience starting with your current employer working back five years. Include full and part-time work, self-employment, military service, periods of unemployment and full-time education. If providing current employment, please enter current month and year as the end date.
11. **Affiliation information**
List the **Name and FEIN** number for the firm you are being affiliated to.
12. **Background Questions**
13. **Attestation Information**
14. **State Fee Information**
15. Print a copy of your application, receipt and Application **Confirmation ID number**.
16. You may now attach supporting documents and any other required information to the application. [Click here](#) and enter the application **Confirmation ID; SSN; Producer Type** and click **Submit**.

FINAL STEP/ATTACH SUPPORTING DOCUMENTS TO THE APPLICATION:

Examples of Document Names and Naming Convention for Related Documents

Title Agent Addendum
Personal Statement
Legal Document
Fingerprint Receipt

You must attach the required documentation to the application.

Failure to follow the instructions above will result in a delay in processing your application.