

Department of Business and Industry

Nevada Division of Insurance

1818 E. College Pkwy, Suite 103, Carson City, Nevada 89706 **Phone:** (775) 687-0700 **Fax:** (775) 687-0787 **Web:** doi.nv.gov

# Resident and Nonresident

**Individual 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:** Individuals who 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)**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Individual Legal Name 1 | | | | | | SSN  2  3 | | |
| Fictitious Name/DBA (Must provide Nevada County Clerk Filing Form – see link below)  3 | | | | | | | | |
| Business Address  4 | | | | City  5  8 | | | State  6  9 | Zip  7  10 |
| Phone Number  8 | Fax Number 9 | Business Web Site Address 10 | | | Business E-Mail Address  11  14 | | | |
| Mailing Address  12 | | | P.O. Box  13 | City  14  17 | | | State  15  18 | Zip  168  19 |
| **Must be signed by the licensee:**  17  **Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Printed Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**    **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>