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

**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 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.

**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 Name1  |  Incorporation/Formation Date2(mm/dd/yyyy) |  FEIN3 |
|  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 Domicile6 |
|  Business Address7 |  City8 |  State9 |  Zip10 |
|  Phone Number11 |  Fax Number12 |  Business Web Site Address13 |  Business E-Mail Address14 |
|  Mailing Address 15 |  P.O. Box16 |  City17 |  State18 |  Zip19 |
|  **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>