



# NEVADA STATE CONTRACTORS BOARD

5390 KIETZKE LANE, SUITE 102, RENO, NEVADA 89511 (775) 688-1141 FAX (775) 688-1271, INVESTIGATIONS (775) 688-1150  
2310 CORPORATE CIRCLE, SUITE 200, HENDERSON, NEVADA, 89074 (702) 486-1100 FAX (702) 486-1190, INVESTIGATIONS (702) 486-1110  
www.nscb.nv.gov

## REQUEST TO VOLUNTARILY SURRENDER A LICENSE Voluntarily surrendered licenses cannot be reinstated

License Number(s): \_\_\_\_\_ Date: \_\_\_\_\_

Business Name: \_\_\_\_\_  
(Use name as it currently appears on the records of the NSCB)

Principal Place of Business: (Is this a new address?  No  Yes)

Physical Address: \_\_\_\_\_  
Street Address City County State Zip Code

Mailing Address: \_\_\_\_\_  
Street Address or P.O. Box City County State Zip Code

Phone No.: ( ) Facsimile No.: ( )

Email Address: \_\_\_\_\_

- Have you attached your wall certificate and pocket card?  
 No  Yes If no, provide a detailed explanation why they cannot be returned on the line below:  
\_\_\_\_\_
- Are there now any unpaid past due bills for either material, services rendered, or labor for work performed in the State of Nevada?  
 No  Yes - attach a detailed explanation.
- Are there any liens or stop notices for labor or materials filed on any of your work in the State of Nevada?  
 No  Yes - attach a detailed explanation.
- Are there any bids, contracts, or incomplete projects pending in the State of Nevada at this time?  
 No  Yes - attach list.

**Note:** Make sure this request is properly signed:

- Sole Proprietorship** - Must **PERSONALLY** sign this request.
- General Partnership** - **EACH PARTNER** must sign this request.
- Limited Partnership** - **EACH GENERAL PARTNER** must sign this request.
- \*Corporation** - An **OFFICER** of the corporation must sign this request.
- \*Limited Liability Company** - A **MEMBER OR MANAGER** must sign this request.

\*If **Corporation** or **Limited Liability Company**, a corporate resolution or minutes authorizing the surrender must be provided.

I certify under penalty of perjury that I am authorized to surrender this license.

By: \_\_\_\_\_ Title: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name)

By: \_\_\_\_\_ Title: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name)