

**State of Nevada
Department of Business and Industry
Nevada Consumer Affairs Unit**

**Application for Registration
Instructions**

(Organization for Buying Goods or Services at Discount Registration)

Determine whether you are subject to the registration requirements.

Review NRS Chapter 598.840 – 598.930. NRS 598.840(6) defines “organizations for buying goods or services at a discount” and other pertinent terms. NRS 598.845 sets forth the organizations that are not subject to the provisions of NRS 598.840 to 598.930, inclusive. The statutes and regulations referenced herein can be found at www.leg.state.nv.us.

Complete the Application for Registration and have your signature on the Sworn Declaration notarized.

Complete the Application for Registration. Be sure to have your signature on the Sworn Declaration notarized.

If additional space is required to answer any question in the Application for Registration or Business Practices Questionnaire, please provide the information on a separate 8 ½ x 11 blank sheet of paper, indicating the form to which it relates, and the number of the question being continued.

Complete the Business Practices Questionnaire

Complete the Business Questionnaire. Be sure to have your signature on the Sworn Declaration notarized.

Check or Money Order for the Administrative Fee

Per NRS 598.852(2), at the time of application for registration, the applicant must, among other things, pay an administrative fee of \$25. The fee may be paid by check or money order payable to the Nevada Consumer Affairs Unit.

Obtain the required Security.

Per NRS 598.851, before advertising its services or conducting business in this State, an organization for buying goods or services at a discount must register pursuant to NRS 598.852 and post security in the amount of \$50,000 with the Consumer Affairs Unit.

NRS 598.853 describes, among other things the form and term of the security. NRS 598.854 describes, among other things, the rights and remedies of injured consumers and claims against the security. NRS 598.8541 describes release of the security.

Obtain a copy of Business License and Certificate of Good Standing.

You will need to submit with the application documents, a copy of the business license for the organization. You will also need to submit to a Certificate of Good Standing from the Nevada Secretary of State for the entity that owns the organization.

File the Nevada Consumer Affairs Unit

File the original Application for Registration with signed and notarized Sworn Declaration, Security document(s), Business Questionnaire with its signed and notarized Sworn Declaration, a copy of your business license and Certificate of Good Standing along with a check or money order for the required administrative fee made payable to the Nevada Consumer Affairs Unit. Mail the documents and check or money order to:

**Nevada Consumer Affairs Unit
3300 W. Sahara Ave., Ste 425
Las Vegas, NV 89102**

State of Nevada
Department of Business and Industry
Nevada Consumer Affairs Unit

APPLICATION FOR REGISTRATION
ORGANIZATION FOR BUYING GOODS AND SERVICES AT A DISCOUNT

1. **NAME OF BUSINESS:** _____

BUSINESS TAX ID#: _____

2. **ADDRESS OF BUSINESS:**

3. **NAME OF OWNER:** _____

4. **PARENT COMPANY:** _____

5. **SUBSIDIARIES:** _____

6. **NAME AND ADDRESS OF REGISTERED AGENT:**

7. **OFFICER, DIRECTOR OR KEY EMPLOYEE WHO IS THE PRIMARY CONTACT FOR THE BUSINESS:** _____

TELEPHONE NUMBER: _____

8. **NUMBER OF MEMBERS:** _____

9. **DESCRIPTION OF FEES FOR MEMBERSHIP:**

10. **NAME, ADDRESS, TELEPHONE NUMBER OF BANK WHERE TRUST ACCOUNT FOR MEMBERSHIP CONTRACT PAYMENTS IS LOCATED:**

MEMBERSHIP CONTRACT PAYMENTS TRUST ACCOUNT #: _____

IS BANK FEDERALLY INSURED: YES _____ **NO** _____

11. NAME, ADDRESS, TELEPHONE NUMBER OF BANK HOLDING TRUST ACCOUNT FOR PAYMENTS ON GOODS AND SERVICES:

TRUST ACCOUNT NUMBER: _____

IS BANK FEDERALLY INSURED: YES _____ **NO** _____

12. DESCRIBE EXACTLY WHAT YOUR BUSINESS DOES (SERVICES TO MEMBERS, PRODUCTS, OR COMBINATIONS THEREOF) AND HOW YOU GO ABOUT DOING BUSINESS. SUBMIT COPIES OF ANY WRITTEN MATERIALS YOU MIGHT HAVE CONCERNING BUSINESS SALES, PRODUCTS, OR SERVICES.

13. ATTACH A BLANK COPY OF EACH MEMBERSHIP CONTRACT.

14. ATTACH A COPY OF WRITTEN DISCLOSURES REQUIRED BY NRS 598.870.

PLEASE NOTE: If the business is a corporation or limited liability company, an officer of the business must sign this Application for Registration below. If the business is a general partnership or joint venture, a partner or joint venturer, as applicable, of the business, must sign this Application for Registration. If the business is a limited partnership, this Application for Registration must be completed and signed by the general partner. If the business is a natural person this Application for Registration must be signed personally by the business. In addition, this Application for Registration must be subscribed and sworn to in the presence of a Notary Public.

SWORN DECLARATION

I, _____ (print name), being duly sworn, depose and say that I have read the foregoing Application for Registration and know the contents thereof; that the statements contained therein are true and correct and contain a full and true account of the information requested; and that I am executing this statement with the knowledge that misrepresentation or failure to reveal information requested may be deemed sufficient cause for denial or revocation of a registration. I am authorized to sign the Application for Registration on behalf of _____ (print applicant's name).

I hereby authorize the Nevada Consumer Affairs Unit to investigate the information provided in the foregoing Application for Registration and I expressly waive, release and forever discharge from liability and promise to hold harmless under any and all causes of action, the State of Nevada, Consumer Affairs Unit, its agents and employees in connection with any such investigation.

Name of Applicant: _____

By: _____
(Authorized Signatory) / (Owner)

Printed Name: _____

Title: _____

Date: _____

NOTARY

State of _____

County of _____

Subscribed and sworn to before me on the _____ day of _____, 20 _____

by _____
(Name of person making statement)

Name of Notary Official: _____

Signature of Notary Official: _____

My commission expires: _____

Notary Stamp

**State of Nevada
Department of Business and Industry
Nevada Consumer Affairs Unit**

**ORGANIZATIONS FOR
BUYING GOODS OR SERVICES AT A DISCOUNT**

This Business Practice Questionnaire must be typed or printed legibly in ink. If additional space is required to answer any questions, please continue on a blank 8 ½ X 11" sheet of paper and begin each carryover answer with the number of the question being answered.

QUESTIONS	ANSWERS
1. Business Name:	
2. Provide the complete street address of each location, designating the physical location, from which the business will be doing business.	
3. The business' mailing address is:	
4. Briefly describe what goods and/or services the business sells.	
5. List of all telephone numbers to be used by the business with the physical location where each telephone using these numbers will be located.	
6. Provide the following information for each principal officer, director, trustee, shareholder, owner or partner of the business, and of each person responsible for the management of the business. (Attach a separate sheet if needed.) Name: Current Home Address: Home Phone Number:	

<p>7. Has any person in question 6 been convicted of racketeering or any offense involving fraud, theft, embezzlement, fraudulent conversion or misappropriation of property or any other felony?</p>	<p>_____ YES _____ NO If yes, identify the court rendering the conviction; provide the docket number of the matter, the date of the conviction, and the name of the governmental agency that brought the action resulting in the conviction.</p>
<p>8. Has any person listed in question 6 or an organization for buying goods or services at a discount for which the person was an owner, officer or director, had a judgment or administrative order entered against them or the organization, that suspended or revoked their or the organization's license or registration?</p>	<p>_____ YES _____ NO If yes, identify the court or administrative agency rendering the judgment or order; provide the docket or case number of the matter, the date of the judgment or order, the name of the governmental agency, if any, that brought the action resulting in the judgment or order; and briefly describe the matter.</p>
<p>9. Is any person listed in question 6 subject to any currently effective injunction or restrictive court order relating to a business activity as the result of any action brought by a federal, state or local agency? This includes any action affecting any license or registration authorizing him to do business.</p>	<p>_____ YES _____ NO If yes, identify the court or administrative agency issuing the order against the person; provide the docket number of the matter, the date of the order, the name of the governmental agency, if any, that brought the action resulting in the order, and briefly describe the matter.</p>
<p>10. Has the applicant/organization for buying goods or services at a discount, its predecessor or affiliate filed bankruptcy, been adjudged bankrupt or been reorganized because of insolvency during the previous seven years?</p>	<p>_____ YES _____ NO If yes, provide the name and address of the person filing in bankruptcy, adjudged bankrupt or reorganized because of insolvency, the date of the action, the court which exercised jurisdiction and the docket number of the matter.</p>

11. Name and address of each person responsible for a location from which the business will conduct business.	
12. The business' facsimile numbers and e-mail addresses.	Fax # _____ E-Mail _____
13. What is your business type?	<input type="checkbox"/> Corporation <input type="checkbox"/> Limited Liability Company <input type="checkbox"/> General Partnership <input type="checkbox"/> Limited Partnership <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Other-Please Specify
14. In which state was the business organized, formed or incorporated? Provide a copy of the document showing the creation of the business.	
15. When did the business first begin to operate in Nevada?	Month _____ Day ____ Year _____
16. Does the business use any assumed or fictitious names to conduct business?	<input type="checkbox"/> YES <input type="checkbox"/> NO If yes, provide all such names:
17. Is there a parent company of the business or franchiser?	<input type="checkbox"/> YES <input type="checkbox"/> NO If yes, provide all such names:
18. Are there any companies affiliated with the business that will accept responsibility for any statement or act of the business that relates to any sale solicited by the business?	<input type="checkbox"/> YES <input type="checkbox"/> NO If yes, provide: Name: Address:
19. The business is:	<input type="checkbox"/> For Profit <input type="checkbox"/> Non-Profit
20. If the business is non-profit, does the business have tax-exempt status as an organization described in section 501 (c) of the Internal Revenue Code?	<input type="checkbox"/> YES <input type="checkbox"/> NO
21. Does the business have a Business License?	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> PENDING

22. Does the business, for a consideration, provide or claim to provide a buyer with the ability to purchase goods or services at a price that is represented to be lower than the price generally charged in the area?	_____ YES _____ NO
23. Is the provision of goods or services at a discount the primary purpose of the business?	_____ YES _____ NO
24. Will buyers be required to enter into a contract for membership in the organization before they will be permitted to purchase goods or services at a price that is represented to be lower than the price generally charged in the area?	_____ YES _____ NO
25. What is the consideration for the contract for membership?	\$ _____
26. Is an annual fee required to be paid by the buyer before they will be permitted to purchase goods or services at a price that is represented to be lower than the price generally charged in the area?	_____ YES _____ NO \$ _____
27. Are all payments for membership contracts deposited into the trust account?	_____ YES _____ NO
28. Is all money received from each buyer for goods or services, including charges for freight, delivery, installation or taxes or other charges (unless the total cost is \$50 or less) deposited into a trust account separate from the trust account in which membership contract payments are deposited?	_____ YES _____ NO
29. Is the \$50,000 security being posted by the registrant or the registrant's parent company?	_____ REGISTRANT _____ PARENT COMPANY

PLEASE NOTE: If the business is a corporation or limited liability company, an officer of the business must sign this Business Practice Questionnaire below. If the business is a general partnership or joint venture, a partner or joint venturer, as applicable, of the business, must sign this Business Practice Questionnaire. If the business is a limited partnership, this Business Practice Questionnaire must be completed and signed by the general partner. If the business is a natural person this Business Practice Questionnaire must be signed personally by the business. In addition, this Business Practice Questionnaire must be subscribed and sworn to in the presence of a Notary Public.

SWORN DECLARATION

I, _____ (print name), being duly sworn, depose and say that I have read the foregoing Business Questionnaire and know the contents thereof; that the statements contained therein are true and correct and contain a full and true account of the information requested; and that I am executing this statement with the knowledge that misrepresentation or failure to reveal information requested may be deemed sufficient cause for denial or revocation of a registration. I am authorized to sign this Business Questionnaire on behalf of _____ (print applicant's name).

I hereby authorize the Nevada Consumer Affairs Unit to investigate the information provided in the foregoing Business Questionnaire and I expressly waive, release and forever discharge from liability and promise to hold harmless under any and all causes of action, the State of Nevada, Consumer Affairs Unit, its agents and employees in connection with any such investigation.

Name of Applicant: _____

By: _____
(Authorized Signatory) / (Owner)

Printed Name: _____

Title: _____

Date: _____

NOTARY

State of _____

County of _____

Subscribed and sworn to before me on the _____ day of _____, 20_____

by _____
(Name of person making statement)

Name of Notary Official: _____

Signature of Notary Official: _____

My commission expires: _____

Notary Stamp

State of Nevada
Department of Business and Industry
Nevada Consumer Affairs Unit

APPLICATION FOR REGISTRATION
(ORGANIZATION FOR BUYING GOODS OR SERVICES AT A DISCOUNT)

Required Items – Checklist: PLEASE CHECK ✓ EACH BOX

- Complete Application for Registration with signed and notarized Sworn Declaration
- \$50,000 surety bond, letter of credit or certificate of deposit made payable to the State of Nevada
- Complete Business Questionnaire with signed and notarized Sworn Declaration
- \$25 Administrative Fee
- Copy of the organization's Nevada business license or authorization to do business as a foreign entity
- Copy of the organization's Certificate of Good Standing

**State of Nevada
Department of Business and Industry
Nevada Consumer Affairs Unit**

DECLARATION OF EXEMPTION

ORGANIZATIONS FOR BUYING GOODS OR SERVICES AT DISCOUNT

Business Name: _____

Business Address: _____

I declare, under the penalty of perjury, that the following is true:

- a. _____ (business name) is an organization for buying goods and services at a discount.
- b. The consideration for the contract for membership is \$50 or less; or
- c. The annual renewal of the membership is \$25 or less; or
- d. The provision of goods or services at a discount is not the primary purpose of the organization but is incidental to membership in the organization.

I further understand that should the Consumer Affairs Unit obtain verified information contradicting and or nullifying the above declarations, the subject business may be requested to immediately register and post security with the Unit, as a requirement for continued operation in the State of Nevada, pursuant to NRS 598.851.

SWORN DECLARATION

I, _____ (print name), being duly sworn, depose and say that I have read the foregoing Declaration of Exemption and know the contents thereof; that the statements contained therein are true and correct and contain a full and true account of the information requested; and that I am executing this statement with the knowledge that misrepresentation or failure to reveal information requested may be deemed sufficient cause for denial or revocation of a registration. I am authorized to sign the Declaration of Exemption on behalf of _____ (print applicant's name).

I hereby authorize the Nevada Consumer Affairs Unit to investigate the information provided in the foregoing Declaration of Exemption and I expressly waive, release and forever discharge from liability and promise to hold harmless under any and all causes of action, the State of Nevada, Consumer Affairs Unit, its agents and employees in connection with any such investigation.

Name of Applicant: _____

By: _____
(Authorized Signatory) / (Owner)

Printed Name: _____

Title: _____

Date: _____

NOTARY

State of _____

County of _____

Subscribed and sworn to before me on the _____ day of _____, 20____

by _____
(Name of person making statement)

Name of Notary Official: _____

Signature of Notary Official: _____

My commission expires: _____

Notary Stamp