

**APPROVED REGULATION OF THE  
STATE CONTRACTORS' BOARD**

**LCB File No. R031-24**

Filed September 16, 2024

EXPLANATION – Matter in *italics* is new; matter in brackets ~~omitted material~~ is material to be omitted.

AUTHORITY: § 1, NRS 624.100, 624.212, as amended by section 1 of Assembly Bill No. 22, chapter 174, Statutes of Nevada 2023, at page 1017, NRS 624.240 and 624.250.

A REGULATION relating to contractors; requiring that an application for a contractor's license include payment for certain fines, costs and repayments; and providing other matters properly relating thereto.

**Legislative Counsel's Digest:**

Existing law authorizes the State Contractors' Board to make reasonable regulations concerning the issuance of contractor's licenses. (NRS 624.240) Existing law further requires an applicant, in order to obtain or renew a contractor's license, to submit to the Board an application that contains any information requested by the Board to ascertain the background, financial responsibility, experience, knowledge and qualifications of the applicant. (NRS 624.250) Additionally, existing law authorizes the Board, in issuing a license, to consider, among other information, the payment by the applicant of any criminal or administrative fine and any administrative fee or cost imposed against the applicant. (NRS 624.212, as amended by section 1 of Assembly Bill No. 22, chapter 174, Statutes of Nevada 2023, at page 1017)

Existing regulations require that an application include, among other information, certain financial information. (NAC 624.590) This regulation additionally requires an application to include, except as otherwise provided by a court order, payment for any unpaid: (1) fines imposed on the applicant by the Board; (2) costs owed by the applicant to the Board; and (3) repayment of any amount owed by the applicant to the Recovery Fund.

**Section 1.** NAC 624.590 is hereby amended to read as follows:

624.590 1. A person must make a separate application for each classification of license in which the applicant desires to conduct business.

2. The Board will not consider an incomplete application. Each application must include, without limitation:

- (a) All applicable fees;
- (b) Except as otherwise provided in subsection 3, one or more of the following types of documentation supporting the experience of the applicant or his or her qualified employee:
  - (1) Four or more certificates of work experience completed on a form provided by the Board;
  - (2) A current certification as a master issued by a governmental agency in a discipline substantially similar to the requested classification;
  - (3) Proof of transferable military experience and training; or
  - (4) If the applicant is seeking credit pursuant to subsection 4 toward the experience requirement set forth in subsection 6 of NRS 624.260, a certified copy of the certificate of completion or degree provided to the applicant upon the successful completion of a training program described in subsection 4;
- (c) All information which is required to be confirmed by a bank;
- (d) The financial statement required by NAC 624.593;
- (e) Pursuant to subsection 2 of NRS 624.265, a completed set of fingerprint cards and a form authorizing an investigation of the applicant's background and the submission of the fingerprints to the Central Repository for Nevada Records of Criminal History and the Federal Bureau of Investigation; ~~and~~
- (f) *Except as otherwise provided by a court order, payment for any unpaid:*
  - (1) *Fines imposed on the applicant by the Board pursuant to this chapter or chapter 624 of NRS;*
  - (2) *Costs owed by the applicant to the Board pursuant to this chapter or chapter 624 of NRS; and*

*(3) Repayment of any amount owed by the applicant to the Recovery Fund pursuant to paragraph (b) of subsection 2 of NRS 624.530; and*

*(g)* Any other information required by the Board.

3. The Board will waive the requirements set forth in paragraph (b) of subsection 2 if the applicant or his or her qualified employee:

(a) Has a minimum of 4 years of experience that is approved by the Board pursuant to NAC 624.615 as a contractor licensed in good standing in the endorsing state;

(b) Has not been investigated for misconduct as a contractor or had a license revoked, modified, limited, suspended or otherwise disciplined by the endorsing state or any other jurisdiction in which he or she has been licensed;

(c) Does not have any disciplinary actions or proceedings pending against the applicant or his or her qualified employee by a licensing body in the endorsing state or any other jurisdiction; and

(d) Provides a completed application pursuant to subsection 2 on the form provided by the Board that includes, without limitation, the endorsing state verifying on a form provided by the Board that the applicant or his or her qualified employee has a valid license.

4. Pursuant to NRS 622.087, the Board may grant not more than 3 years of credit toward the satisfaction of the experience requirement set forth in subsection 6 of NRS 624.260 to an applicant who has successfully completed a training program for occupational, vocational, career, trade or technical education if the training program:

(a) Is provided in secondary or postsecondary education;

(b) Is approved by the Board and the State Board of Education; and

(c) Provided training in a discipline substantially similar to the classification in which the applicant is applying for licensure.

5. The Board shall deem an application to be withdrawn if the Board has not received all the information and fees required to complete the application within 6 months after the date the application is submitted to the Board. If an application is deemed to be withdrawn pursuant to this subsection or if an applicant or his or her qualified employee otherwise withdraws an application, the Board may not issue a license to the applicant or his or her qualified employee unless the applicant or his or her qualified employee submits a new application and pays the required fees.

6. As used in this section:

(a) “Endorsing state” means any state or territory in the United States, or the District of Columbia, that the Board determines to have requirements for licensing contractors which are substantially equivalent to the requirements for licensing contractors in this State pursuant to NAC 624.615.

(b) “Person” means:

- (1) A natural person;
- (2) A corporation, partnership, limited partnership or limited-liability company that is organized pursuant to the laws of this State; or
- (3) A foreign corporation, foreign partnership, foreign limited partnership or foreign limited-liability company that is authorized to do business in this State.