



**CLARK COUNTY DEPARTMENT OF BUSINESS LICENSE
PRIVILEGED/REGULATED
BUSINESS SUPPLEMENTAL QUESTIONNAIRE (BSQ)**
(FORM TO BE FILED IN DUPLICATE)

Notice to Applicants: Please read this form carefully and furnish all related documents. **Answers must be complete and truthful. Do not leave any spaces blank. Answer "N/A" to any question that is not applicable. Failure to properly complete the form and provide required accompanying documents could result in a delay processing the application or in a denial of the license.**
The Department reserves the right to request additional documents as necessary in order to conduct its background investigation.

Name of Applicant (Operating Entity) _____ DBA (Business Name As it should appear on license) _____

Business Address (Number & Street Name) _____ City _____ State _____ Zip Code _____ Business Telephone (with area code) _____

Mailing Address (Number & Street Name) _____ City _____ State _____ Zip Code _____

Name of Company Representative _____ Title _____ Business Telephone (with area code) _____

1. Type of license applied for: _____

2. Type of Organization: Corporation Partnership Sole Proprietor LLC Other _____

3. Organized under the laws of which state? _____ When? _____

4. Qualified to do business in Nevada? Yes No Date filed in Nevada: _____

5. Name of Corporate Resident Agent: _____ Phone: _____

Address: _____

6. Name of owner(s) of property where business will be conducted: _____

Address of Property Owner: _____

7. Does property owner have an ownership share in the business? Yes (_____ %) No

8. Will property owner share in profits of the business or otherwise participate in operations?
(If yes, please provide details on a separate sheet). Yes No

9. Has this business entered into any agreement that could result in a transfer, pledging, or encumbrance of an ownership share in the future or does the company intend to enter into such an agreement in the future?
 Yes No

10. Ownership

(Provide information for all individuals or entities that have an ownership share in this business. The form must account for 100% of the capital invested in this business. If additional space is required, please use additional form. For LLCs, limited partnerships, or publicly traded corporations with numerous minor investors, individual ownership interests of less than 1% may be grouped as one line item, provided an explanation is supplied below. Use additional sheet as necessary. Provide stock certificate or other legal proof of ownership for each entity or individual listed below).

Name & Title of Owner	Address & Telephone	Ownership Percentage	Amount
Total Capital Invested:		100%	

11. Officers and Key Personnel

(Provide information regarding all key personnel involved in the business, including all Corporate Officers, Managing Partners, Managers in LLC, etc. Individuals having significant management authority or decision-making roles in the operation of the business must be included regardless of title. Include any individual having the authority to hire or fire employees, obtain credit or take out loans, or enter into contracts and/or sign agreements on behalf of the business.)

Name	Title	Address	Phone

12. Statement of Pre-Opening Cash & Expenditures

The following schedule must be completed by all companies that are three or fewer years old.

A. FUNDS AVAILABLE PRIOR TO OPENING:		
1.	Capital Investments <i>(must agree to total of #10 above)</i>	\$
2.	Loans from Institutions <i>(provide copies of all loan agreements)</i>	
3	Loans from individuals and business entities <i>(provide copies of all loan agreements)</i>	
4.	Other Funds <i>(on lines below, specify source and provide documentation)</i>	
Total pre-opening funds before expenditures: (A)		\$
B. EXPENDITURES & OTHER DISPOSITION OF FUNDS PRIOR TO OPENING:		
1.	Expenditures: <i>(If any category exceeds 10% of total, provide supplementary schedule including details)</i>	
	Business purchase price <i>(provide copy of purchase agreement)</i>	\$
	Land	
	Buildings <i>(include construction, repair, and/or remodel costs)</i>	
	Property lease payments & deposits	
	Leasehold Improvements	
	Fixtures & equipment	
	Inventory & supplies	
	Prepaid expense <i>(insurance, etc.)</i>	
	Legal, accounting & consulting expenses	
	Advertising expense	
	Salary Expense	
	Interest Expense	
	Governmental fees & taxes <i>(permits, bonds, license fees, and/or taxes paid to government agencies.)</i>	
	Other Expenses: <i>(specify)</i>	
Total pre-opening funds expended or disbursed: (B)		\$
C. FUNDS AVAILABLE FOR OPERATIONS PRIOR TO OPENING:		
Pre Opening Funds Available for Operations: (A) – (B)		\$

13. Ownership History

(Provide a summary of changes in owner's equity in the past five years. Include all capital infusions and distributions. For new investment capital received, provide information regarding the use of the funds received from investors. If there have been no changes in ownership over the past five years, please so state below).

Date of Transaction	Owner's Name & address	Capital amount invested or (withdrawn)	Use of new investment capital

14. Has a tax lien ever been filed against this business by any government agency?
(If yes, provide details on a separate page. Provide any documentation regarding the lien. If the lien has been released, attach copy of the release)

Yes No

15. Has this business ever filed for bankruptcy protection? *(If yes, furnish details and/or supporting documentation on a separate page)*

Yes No

16. Does the business own or control any assets or liabilities outside the United States?
(If yes, furnish details and/or supporting documentation on a separate page)

Yes No

17. Has this business ever filed for and been denied, or withdrawn an application for, a business or professional license in any jurisdiction or has the company ever had a business or professional license that was revoked or suspended? *(If yes, provide details and/or supporting documentation on a separate page.)*

Yes No

18. If a publicly traded corporation, has this business ever been investigated by the SEC?
(If yes, please provide date, details, and sanctions, if any.)

Not Applicable – Not publicly traded Yes No

19. Is this business contingently liable to any other party in a matter that is yet to be resolved?
(If yes, provide a complete description of the matter in which the company is contingently liable, describe the circumstances that would result in establishment of an actual liability, estimate the likelihood of such an event occurring, and provide a high and low estimate of the potential financial exposure).

Yes

No

20. Please ensure that all of the following documents and information are contained within the paperwork submitted with this application. Provide a checklist in the appropriate space below for each item listed:

Item:	Included	Not Included	Not Applicable
a. File-stamped articles of incorporation, articles of organization, or partnership agreement, as applicable.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Copy of filings with the Nevada Secretary of State.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Copies of any management or operating agreements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Management organization chart indicating chain of command for the business.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Minutes of meetings of board of directors, shareholders, members/managers, or partners from the past year, including the most recent meeting.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Title or deed and mortgage statement for business premises or a signed, executed lease agreement.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. If business premises are partially owned by this business, provide information regarding each interest held by another person or entity, including interests held under any mortgage, deed of trust, bond, debenture, loan, pledge of stock, voting trust agreement, or other funding or property interest device. Information must include name, address, phone number, and principal occupation of any other individuals sharing an interest in the real property. Lease or other signed agreement evidencing agreement to use of property by part owners must be included.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. If company is publicly traded, copy of most recent annual and quarterly filings with the SEC.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. Financial statements (audited, if available) for past three years, or since inception if fewer than 3 years. (Summary trial balances or summary general ledgers may be substituted if financial statements are not available).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j. Cash account activity detail from general ledger and/or check registers for previous 6 months or from first activity.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
k. Copies of bank statements for all bank accounts for previous 3 months.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
l. Income tax returns for the past three years or since inception.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Item:	Included	Not Included	Not Applicable
m. Copies of all notes payable and/or loan agreements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
n. Organizational chart showing ownership relationships of various business entities. List all officers, directors, shareholders, members, managers, or partners for each business entity.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
o. Summary of any litigation to which the company was a party over the past year. Include date filed, name and address of court, docket or case number, other parties to suit, nature of suit, date of disposition. Provide copies of all related court documents, including summons, complaint, and motion disposing of each matter.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
p. Legal agreements (include purchase and supplier contracts, capital lease or installment purchase agreements, management agreements, etc.) Include both executed, signed agreements and agreements that have been drawn up but that are not yet dated and signed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
q. Summary of any agreements that would result in an ownership share in the company being obtained by another individual or entity (stock subscription agreements, issued stock options, profit sharing plans, etc.).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
r. Name, address, and telephone number of external accountant or CPA firm.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
s. Name, address, and telephone number of attorney of record.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please note that additional documents may be required during the investigation

STATEMENT OF TRUTH

STATE OF : _____

COUNTY OF: _____



ss.

This affidavit is submitted in connection with an application for a _____ license
submitted to the Clark County Department of Business License by _____,
doing business as _____.

type of license

business name

dba

_____, being first duly sworn, deposes and says,
Name of applicant

That I understand and read the English language or I have had an interpreter read, explain, and record the answer to each and every question on the application form and all other forms required to be submitted by me in connection with the business license application for the aforementioned business.

That all statements, forms, questionnaires, supporting schedules, and other related documents supplied to the Clark County Department of Business License, as required in connection with the business license application for the aforementioned business, are correct and true and contain a full account of the information requested, to the best of my knowledge and belief. I have not omitted or otherwise failed to state a material fact.

This statement is executed with the full knowledge that any misrepresentation or failure to reveal information requested by the Clark County Department of Business License may be deemed sufficient cause for refusal of issuance of a license for the aforementioned business. Further, I am aware that later discovery of an omission or misrepresentation made in connection with the application for licensure of the aforementioned business may be grounds for subsequent revocation of such license.

That I am voluntary submitting the application and related forms and documents in connection with licensure of the aforementioned business under oath and with full knowledge that Title 6 of the Clark County Code states that the making of false, misleading, or fraudulent statements with respect to any material fact contained in a business license application shall be grounds for revocation or non-renewal of that license.

That I agree to advise the Clark County Department of Business License of any changes in the financing or investment structure of the aforementioned business that may occur during the tenure of this license.

Applicant's Signature

Name of Business

SUBSCRIBED AND SWORN to me this _____ day
of _____, _____.

Notary Public

AUTHORIZATION FOR RELEASE OF INFORMATION AND CLAIMS INDEMNITY

TO: _____,
(Do not write above this line – For Department of Business License Use only)

Submitted to the Clark County Department of Business License in connection with an application for licensure of

(dba)

NOTE: IF APPLICANT IS MARRIED, THE SPOUSE'S SIGNATURE IS REQUIRED BELOW.

1. I/we understand that I/we am/are applying for a privileged or regulated license from the Department of Business License, in Clark County, Nevada. As such, I/we understand that a full investigation will be made of my/our personal, business, and financial background. I/we acknowledge that the burden of establishing my/our suitability for this business, in accordance with the provisions of the Clark County Code, is solely on me/us. I/we accept any risk of adverse public notice, embarrassment, criticism, or other action or financial loss that may result from actions taken with respect to this application. This authorization to release information is given freely and without duress, voluntarily waiving any protection against unauthorized disclosure of information under the Privacy Act or other similar legal provisions.
2. I/we hereby authorize and request all persons having information or documents relating to me/us, concerning me/us, or the aforementioned business, to furnish such information to an agent of the Department of Business License, upon request, whether or not such information would otherwise be protected from disclosure by any constitutional, statutory or common law privilege. Such agent shall be permitted to review and obtain copies of any records or correspondence pertaining to me/us personally or the aforementioned business.
3. I/we agree to indemnify and hold harmless the person to whom this request is presented and his agents and employees from and against all claims, damages, losses, and expenses, including reasonable attorney's fees arising out of or by reason of complying with this request.
4. Reproduction of this request, by Xerox or similar process, shall be, for all intents and purposes, as valid as the original.
5. In consideration of the assurance by the Department that no action shall be taken on the aforementioned application except after the financial investigation is completed, I/we and any interested third parties that may have an interest, now or in the future, hereby release, remise, and forever discharge the Clark County Department of Business License and its agents and employees, both in their individual and representative capacities, from any and all manner of actions, claims, suits, damages, and debts arising from the investigation.
6. This authorization shall be valid for a period of one full calendar year from date of signature.

IN WITNESS WHEREOF, I/we have executed this form at _____, _____
City State

On the _____ day of _____,

Signature of Applicant or Duly Authorized Representative

Signature of applicant's spouse (if applicable)

Name of Business

SUBSCRIBED AND SWORN to me this _____ day
of _____.

Notary Public in and for the:

STATE OF : _____

COUNTY OF: _____

AFFIDAVIT OF FULL DISCLOSURE

STATE OF : _____

COUNTY OF: _____



ss.

This affidavit is submitted in connection with an application for a _____ license
submitted to the Clark County Department of Business License by _____,
doing business as _____.

type of license

business name

dba

_____, being first duly sworn, deposes and says,
Name of applicant

That, except as reflected on an application filed with the Clark County Department of Business License, he/she is or will be the sole beneficial owner of any direct or indirect interest in the aforementioned business for which he/she has made application to the Clark County Department of Business License, to be licensed or found suitable to own;

That, except such as have been reported in writing to the Clark County Department of Business License, he/she has no agreements or understandings with any other person and no present intent to hold as agent, nominee, or otherwise any direct or indirect interest whatsoever in or to the aforementioned business or any portion thereof for which he/she seeks licensing or a finding of suitability.

That, except such as have been reported in writing to the Clark County Department of Business License, he/she has no agreements or understandings with any other person and no present intent to pay any sums of money or give anything else of value as, including but without limitation, a finder's fee or commission to any person related to the acquisition or sale of any direct or indirect interest whatsoever in or to the aforementioned business for which he/she seeks licensing or a finding of suitability.

That any funds used or to be used, and any liabilities incurred or to be incurred by him/her in the acquisition of any direct or indirect interest in or to the aforementioned business or any portion thereof for which he/she seeks licensing or a finding of suitability were not provided to him/her nor made available to him/her through the efforts of anyone not disclosed to the Clark County Department of Business License.

That, except as reported in writing to the Clark County Department of Business License, no other person has provided collateral for or guaranteed payment of any loans made to him/her related to his/her application for licensing or a finding of suitability.

Applicant's Signature

Name of Business

SUBSCRIBED AND SWORN to me this _____ day

of _____, _____.

Notary Public