



# NEVADA GAMING CONTROL BOARD GAMING COMMISSION

Nevada Gaming Control Board  
Investigations Division  
Attention: Registration Services  
7 State of Nevada Way  
Las Vegas, NV 89119  
(702) 486-2260  
RegistrationServices@gcb.nv.gov

## HOSTING CENTER **NEW** REGISTRATION INSTRUCTIONS

Business Name: \_\_\_\_\_

Complete and return this checklist with your application, and organize the forms in the order listed below. A complete application will include all applicable documents/items listed below, along with any additional documents/items that may be necessary and/or required by NGC Regulation 4.200 and 5.240. All forms are available on our website at [gaming.nv.gov](http://gaming.nv.gov) or by clicking the hyperlinks below.

The following forms and items must be submitted, along with the fee, to the address listed above.

### **Business/Entity complete the following:**

- [Form 1R](#) Application for Registration: to be filed for the business/entity, including sole proprietorship.
- Provide an ownership and organizational chart.
- Copy of Nevada State Business License or Sole Proprietor Exemption from the Nevada Secretary of State.
  - If using a fictitious firm name (DBA), provide a copy of the filed FFN from the county.
- A completed [Hosting Center Facility and Services Requirements](#) checklist for each hosting center location.
- Consult the [Fee Schedule](#) for the application fee and investigation fee to submit with this application.

### **Individual(s) listed on Form 1R (page 2) complete the following:**

- [Form 1R ADDENDUM](#) Addendum to Application for Registration: to be completed by each individual listed on Form 1R.
- [Form 4R](#) Personal History Record: to be filed by each individual listed on Form 1R.
- International applicants must submit a Certificate of Non-Criminal Conviction.
- [Form 18R](#) Request to Release Information: to be filed by each individual listed on Form 1R. If the applicant is married, the applicant's spouse must also sign this form.
- [Form 28A](#) Fingerprint Civil Applicant Waiver: to be filed by each individual listed on Form 1R.
- [Fingerprints](#): Once the application is received, an email will be sent to the email address listed on the application with instructions for obtaining fingerprints electronically or by hard card. **NOTE:** Fingerprints must be submitted within 10 days of receiving the email. Any delay in submission will result in a delay in the application being processed.

Note: Applications are not deemed complete for filing until all required items have been submitted to the address listed above.