



# CITY OF RENO BUSINESS LICENSE AMENDMENT

1 East First Street, 2nd Floor Reno, NV 89501

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website: [www.reno.gov](http://www.reno.gov) | online portal: [www.onenv.us](http://www.onenv.us) | email: [businesslic@reno.gov](mailto:businesslic@reno.gov)

|                       |  |                                |  |
|-----------------------|--|--------------------------------|--|
| <b>Business Name:</b> |  | <b>City of Reno License #:</b> |  |
| <b>Phone Number:</b>  |  | <b>Email Address:</b>          |  |

### 1. Mailing Address Change

|                             |                             |
|-----------------------------|-----------------------------|
| <b>OLD Mailing Address:</b> | <b>NEW Mailing Address:</b> |
| Street Address:             | Street Address:             |
| City, State Zip Code:       | City, State Zip Code:       |

### 2. Change of Business Location

|                              |                              |
|------------------------------|------------------------------|
| <b>OLD Business Address:</b> | <b>NEW Business Address:</b> |
| Street Address:              | Street Address:              |
| City, State Zip Code:        | City, State Zip Code:        |

### 3. Change of Officer or Licensee – Additional Names May Be Attached

|                                   |                                 |
|-----------------------------------|---------------------------------|
| <b>Individuals to be Removed:</b> | <b>Individuals to be Added:</b> |
|                                   |                                 |
|                                   |                                 |
|                                   |                                 |

### 4. Change Of Business Name – Please Attach Proof Of New Name Filing

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### 5. Business Closed

|                                  |
|----------------------------------|
| <b>Date Business Terminated:</b> |
|                                  |

### 6. Business Description Change - Inspections May be Required Prior to Approval

|   |
|---|
| <b>Describe the proposed change to the nature of your business:</b> |
|   |

### Licensee Signature

I, the undersigned, understand that: (1) it is unlawful for any person to transact or conduct any business without first having obtained a business license; (2) this document is an application only and certain conditions must be met before a business license will be issued; (3) I certify under penalty of perjury that the information submitted on and with this application is true and correct to the best of my knowledge.

Licensee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

|                               |                           |                   |  |                       |            |
|-------------------------------|---------------------------|-------------------|--|-----------------------|------------|
| <b>FOR INTERNAL USE ONLY:</b> |                           |                   | <b>Business License Recommendation</b> | <b>License Number</b> |            |
| <b>Fees Paid:</b>             | <b>Commercial</b>         | <b>Home Based</b> |  |                       | <b>NIC</b> |
| <b>Date Paid:</b>             | <b>Business Activity:</b> |                   |  |                       |            |
| <b>Parcel #:</b>              | <b>Effective Date:</b>    |                   |  |                       |            |
| <b>Expiration Date:</b>       |                           |                   |  |                       |            |