



IMPORTANT NOTICE

How to Apply for the Energy Assistance Program (EAP)

Submit a completed application to include the name, date of birth, and Social Security Numbers for **EVERY PERSON** who lives in your home with the following verification:

1. Proof of identity for the head of household (such as a driver's license, government issued I.D., school I.D., etc.); **and**
2. Proof of citizenship or legal status if born outside of the United States; **and**
3. Provide a copy of most recent heating/cooling bills; **and**
4. Copies of rental/lease agreement, listing all persons in your household, or copy of mortgage statement; **and**
5. When the utility bill is not in the applicant's name, provide a written statement from the person listed on the utility bill authorizing the applicant to apply. It must include their address, phone number and signature; **and**
6. Proof of **ALL** income for **EVERY PERSON** in the household for at least the last thirty (30) days.

Examples of types of income: Employment, child support, social security, disability, Veterans benefits, retirement, public assistance, utility reimbursements, unemployment insurance, interest income, money from family and/or friends, or organizations, educational scholarships and/or grants, etc.

Note: If the employed individual is working through an employment agency, provide proof of the last twelve (12) months of earned income.

7. If the household expenses exceed the household income, proof of how the household is meeting their needs.

****FAILURE TO PROVIDE THIS INFORMATION MAY DELAY THE PROCESSING OF YOUR APPLICATION****

Applications are processed in the order in which they are received.
Applicants will receive a notice of decision once an eligibility determination has been made.

Please submit your Energy Assistance application and verifications in one of the following ways:

Energy Assistance Program
2527 N. Carson St., #260
Carson City, NV 89706
Fax: (775) 684-0740

Energy Assistance Program
3330 E. Flamingo Rd., #55
Las Vegas, NV 89121
Fax: (702) 486-1441

Drop off at either Energy Assistance Program office listed above, or any DSS office, or Intake Site listed on the DSS website at <http://dss.nv.gov>, or email your application to: energyassistance@dss.nv.gov.

Division of Social Services
**ENERGY ASSISTANCE PROGRAM
APPLICATION**

The **Energy Assistance Program (EAP)** is designed to help eligible Nevada households with their annual heating and electric costs.

*** INCOME REQUIREMENTS ***

The total gross monthly income of all household members may not exceed the amounts shown in the chart below.

YOUR HOUSEHOLD'S GROSS MONTHLY INCOME MAY NOT EXCEED:					
Persons in Home	Annual Income	Monthly Income	Persons in Home	Annual Income	Monthly Income
1	\$23,940	\$1,995	5	\$58,020	\$4,835
2	\$32,460	\$2,705	6	\$66,540	\$5,545
3	\$40,980	\$3,415	7	\$75,060	\$6,255
4	\$49,500	\$4,125	8	\$83,580	\$6,965

(For families/households with more than eight (8) persons, add \$8,520 to the annual income, or \$710 to the monthly income, for each additional person).

Households with chronic or long-term illness, who pay out of pocket medical expenses and whose gross income exceeds the income guidelines may have their countable income reduced by verified qualifying expenses.

Does a household member have a chronic/long-term illness and pay out-of-pocket medical expenses? ☐ Yes ☐ No
(If yes, and your income exceeds the limits above, please submit verification of your out-of-pocket medical expenses.)

*** BENEFITS ***

Eligible households receive an annual one-time-per-year benefit called a "fixed annual credit" customarily paid directly to their energy provider(s). The benefit shows as a credit on the bill.

Minimum Payment – The minimum yearly payment for eligible households is \$360.

*** WHEN TO APPLY ***

- ➔ If your family is not currently on the program and you meet the income requirements, apply **NOW**.
- ➔ If you received an EAP benefit during the past twelve (12) months, a notice will be mailed to you when it is time to reapply for EAP.

*** WHAT DO I NEED? ***

Submit a completed application with the required verification. Suggested income verifications are noted on page B. To get answers to other questions, call:

Reno/Carson City	(775) 684-0730
Las Vegas	(702) 486-1404
Toll Free	(800) 992-0900

Visit our website at: <http://dss.nv.gov> for more information on the program requirements.

You can find information about the Weatherization Assistance Program at:

<http://housing.nv.gov/programs/Weatherization/>

DOCUMENTATION EXAMPLES OF REQUIRED PROOF OF INCOME

All documentation sent with your application can be either originals or photocopies. If you are unable to photocopy the originals, our office will copy the material and if requested we will send it back after your case has been processed.

Earned Income: Includes income from employment, self-employment (see below), child care services, house cleaning, and/or any service for which you are paid. Provide copies of check stubs (if paid in cash, a statement from the person who paid you for a service) for at least the last thirty (30) consecutive days. If paid weekly – four (4) check stubs; paid bi-weekly or semi-monthly – two (2) check stubs. If you do not have check stubs, a signed and dated statement on letterhead from your employer stating your gross income for the last thirty (30) days and how often you get paid, is acceptable. If working through an employment agency or on-call provide proof of the last twelve (12) months of income.

Self-Employment/Non-Profit Business Income: May include profit and loss statements signed by the applicant detailing gross income and expenses (receipts must be provided for deductions) during the last twelve (12) months, a copy of the sales tax statement showing gross net proceeds, financial statements, a loan application listing income and expenses for the last twelve (12) months, or DSS Form 2011 that includes receipts for allowable deductions. Allowable deductions include: cost of goods sold, supplies and materials, advertising, accounting and legal fees, wages paid to employees, office space rent/mortgage, telephone, utilities, transportation costs necessary to produce income, etc.

Unearned Income: Includes income from the Social Security Administration, Veterans Administration, pensions, disability, military service, unemployment, child support, alimony, interest, dividends, regular insurance or annuity payments. **If you are receiving Social Security, SSI, Veterans Benefits, pensions, disability income, military income or unemployment:** provide copies of the benefit verification form or award letter for the current year showing any cost-of-living raises. **If you are receiving child support/alimony income:** provide a copy of divorce decree/separation/settlement agreement, or dated letter from the person paying the support (to include name, address and phone number), or a copy of the last check/statement from the child support enforcement agency. **If you are receiving interest income/dividends:** provide twelve (12) months of bank account statements, certificates of deposit or other documentation that contain details and is signed by the financial institution, or a broker's quarterly statement showing earnings.

Cash Contributions and/ or Recurring Gifts: If someone is helping you pay your expenses or is giving you money: provide a signed statement from each person that includes their name, address, phone number, if the assistance will continue, and the amount provided to you during the last six (6) months. Provide a signed and dated statement by the person providing the money indicating the amount of support, how often it is paid, when the arrangement began, and whether it is paid directly to a vendor or in cash to you. The statement must include the contributor's printed name, address(es), and phone number(s).

Student Income: Includes ALL scholarships and grants, e.g., Pell Grant, Federal Supplemental Educational Opportunity Grant (FSEOG), Veterans Administration educational benefits, etc. Please provide written confirmation of the amount of assistance, and the educational institution's written confirmation of the cost for the prior two (2) semesters and summer school (if applicable) of the students' tuition, fees, books and equipment. If benefits are paid directly to the student, copies of the latest benefit checks or canceled checks or receipts for tuition, fees, books, and equipment are acceptable.

Public Assistance Income: Includes but is not limited to TANF, county general assistance, Clark County Social Services, or American Indian/Alaska Native General Assistance. Provide a written statement from the public agency with the amount paid during the last month, or a copy of the award letter or check.

PLEASE NOTE: 1099 and W-2 forms by themselves are not acceptable as proof of income.

DIVISION OF SOCIAL SERVICES
ENERGY ASSISTANCE PROGRAM

MAIL, FAX OR DROP OFF YOUR APPLICATION AT EITHER ENERGY ASSISTANCE PROGRAM OFFICE
LISTED BELOW, OR ANY DSS OFFICE, OR AN INTAKE SITE LISTED ON THE DSS WEBSITE, OR EMAIL

YOUR APPLICATION TO: ENERGYASSISTANCE@DSS.NV.GOV

LAS VEGAS / NORTH LAS VEGAS

3330 E. Flamingo Rd., #55, Las Vegas, NV 89121
Telephone: (702) 486-1404 Fax: (702) 486-1441

OFFICE FOR ALL OTHER AREAS

2527 N. Carson Street, Ste 260, Carson City, NV 89706
Telephone: (775) 684-0730 Fax: (775) 684-0740

APPLICATION FOR ASSISTANCE

Please complete every section, and answer each question, and sign the application.

A. APPLICANT/HOUSEHOLD INFORMATION

Complete the following for every person living in your home, **including** yourself (attach an additional page if necessary). The first name on the application should be the applicant (person listed on the utility bill who resides in the home). Provide proof of identity for the applicant.

Ethnicity – Please choose one of the following codes for each household member- H- Hispanic/Latino, N-Non-Hispanic/Latino, or X-Prefer not to disclose.

Race – Please choose one of the following codes for each household member: A-Asian, B-Black or African American; G – North African; H – Middle Eastern; I-American Indian or Alaska Native; J-American Indian or Alaska Native and White; L-Asian and White; M-Black or African American and White; N-American Indian or Alaska Native and Black or African American; U-Native Hawaiian or Other Pacific Islander; W- White; Z-2 or more combinations not listed above or X-Prefer not to disclose.

The information below is used to comply with the requirements set forth by NRS 239B.022-NRS 239B.026. Only the Department of Human Services will have access to this information. Your responses will be kept private and secure. The information will not be used for a discriminatory purpose. Providing this information is voluntary.

What sex were you assigned at birth, such as on your original birth certificate? Please choose one of the following codes for each household member: M-Male, F-Female.

How do you describe yourself? Please choose one of the following codes for each household member: M-Male, F-Female, TM-Transgender Man/Trans Male, TW-Transgender Woman/Trans Female, G-Genderqueer/gender non-conforming, D-Different Identity (Please specify), X-Prefer not to disclose.

Which of the following best represents your sexual orientation identity? Please choose one of the following codes for each household member: S-Straight or Heterosexual, G-Gay, L-Lesbian, B-Bisexual, N-Not listed (Please specify), X-Prefer not to disclose.

Name (Last, First, Middle) (Jr., Sr., III)	Relationship to You	Ethnicity	Race	Assigned at Birth	Sex	How do you describe yourself?	Sexual Orientation Identity	Date of Birth (mm/ dd/yy)	Age	U.S. Citizen or Eligible *Non- citizen		Disabled		Social Security Number
										Yes	No	Yes	No	
	SELF													

***If there are additional people in the home, list them on a separate sheet of paper.**

***List the names of non-citizen household members authorized as legal residents of the United States and provide copies of the front and back of their I-551 (Resident Alien Card).**

Home Address (include apartment or unit number) _____ City _____ State _____ Zip _____

Mailing Address (If different from your home address.) _____ City _____ State _____ Zip _____

Home Phone ()	Day/Message/Cell Phone ()	E-mail Address
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What is your Primary Language for communication? _____

B. DWELLING INFORMATION

1. Dwelling Type: ☐ House ☐ Apartment ☐ Condo/Townhome ☐ Rent Room ☐ Mobile Home
☐ Duplex ☐ Motel/Hotel ☐ Studio ☐ Travel Trailer ☐ Other: _____
2. Dwelling Cost: ☐ Rent \$_____ ☐ Subsidized Rent \$_____ ☐ Space Rent \$_____
☐ Buy \$_____ ☐ Own When did you pay off your mortgage? _____
3. Rent/Buyers only: Landlord, Project/Complex, Mortgage Company Name: _____
Address: _____ Telephone No.: (____) _____
4. Do you reside in subsidized housing where heating and electric are included in the rent? ☐ YES ☐ NO
IF YES, select all that apply: ☐ Section 8 ☐ Section 42 ☐ Other: _____

C. HELP US BETTER SERVE OTHERS

How did you hear about the Energy Assistance Program? Check one that most applies:

- ☐ TV ☐ Friend ☐ Previous EAP Participant ☐ Other: *Please identify* _____
☐ Radio ☐ Landlord ☐ Received Notice in Mail _____
☐ Print Media ☐ Utility Company (flyer or employee) ☐ Social Service Employee _____

D. UTILITY INFORMATION

Energy Providers

ELECTRIC SERVICE (Attach Copy of Bill)

Check one that applies:

- ☐ Receive bill from utility company
☐ Electric service included in rent/mortgage
☐ Pay separate bill to landlord for electric service

(Electric Company Name)

(Electric Account Number)

(Name On Account)

Is the person listed on the account your landlord? ☐ YES ☐ NO

(If the account holder does not live with you provide their address, telephone number, relationship to you, proof of identity for the person who is named on the utility bill, and a statement authorizing you to apply for benefits on their behalf.)

HEATING SERVICE (Attach Copy of Bill)

Check one that applies:

- ☐ Receive bill from heating company
☐ Heating service included in rent/mortgage
☐ Pay separate bill to landlord for heating service

(Heating Company Name)

(Heating Account Number)

(Name On Account)

Is the person listed on the account your landlord? ☐ YES ☐ NO

(If the account holder does not live with you provide their address, telephone number, relationship to you, proof of identity for the person who is named on the utility bill, and a statement authorizing you to apply for benefits on their behalf.)

ARREARAGE ASSISTANCE (Once every five years)

Do you have past due charges with your electric utility and want assistance to pay this debt? ☐ YES ☐ NO

ARREARAGE ASSISTANCE (Once every five years)

Do you have past due charges with your heating utility and want assistance to pay this debt? ☐ YES ☐ NO

E. HOW DO YOU WANT YOUR EAP BENEFIT PAID?

Choose how you want your EAP benefits paid: (Mark ONLY One)

☐ Split my benefit between my electric and heating provider.

☐ Pay my entire benefit to my heating provider.

☐ Pay my entire benefit to my electric provider.

If you choose a split payment your benefit will be split between both of your energy providers not to exceed your annual usage per provider. The benefit may not be an equal 50/50 split.

If you choose a single payment your benefit will be paid to cover your annual usage for that provider, and if there is a remaining balance, it will be paid to your second provider.

If you do not choose one of the options above, your benefit will be split between both providers not to exceed the annual usage per provider.

F. INCOME

1. **EARNED INCOME:** Does any member of the household, regardless of age, work? ☐ YES ☐ NO If YES, complete the information below: (Include self-employment, business, child care, housecleaning, odd jobs, temp agencies, and non-profit organization income)

NAME OF PERSON WORKING	EMPLOYER	DATE OF HIRE	TYPE OF WORK	GROSS PAY PER CHECK	HOW OFTEN PAID	TIPS PER MONTH

List of all household members, age 18 or older, who are not currently employed:

NAME OF PERSON	FORMER EMPLOYER	DATE LAST WORKED	GROSS PAY PER CHECK	DO YOU EXPECT RE-EMPLOYMENT or PENDING SSI? If YES, explain.

Attach copies of all check stubs or other proof of gross income for at least the last thirty (30) days even if the person is no longer employed. 1099s and W-2s by themselves are not acceptable proof of income. EXCEPTION: Self-employment requires 12 months' profit and loss statements.

2. **UNEARNED INCOME:** Complete the following, indicating who, if anyone, receives money or benefits from the sources listed below. You must mark YES or NO for each income type and attach proof of all unearned income. **1099s and W-2s by themselves are not acceptable proof of income.**

YES	NO	INCOME TYPE	PERSON RECEIVING	GROSS AMOUNT	FREQUENCY
☐	☐	Alimony			
☐	☐	Boarders / Roomers (<i>Attach notarized proof of rental or lease</i>)			
☐	☐	Child Support			
☐	☐	Contribution / Gifts / Church or Charitable Donations			
☐	☐	Educational Assistance / Student Loans (<i>Attach proof of tuition, books and supplies for prior TWO semesters</i>)			
☐	☐	Food Assistance (Supplemental Nutrition Assistance Program-SNAP) In Nevada? ☐ Yes ☐ No If No, which State?			
☐	☐	Foster Care			
☐	☐	County Assistance / General Assistance			
☐	☐	Interest / Dividends / Annuities / Royalties			
☐	☐	Loans			
☐	☐	Lump Sum Payments (<i>Settlements / Back Pay, etc.</i>)			
☐	☐	Military Income / Allotment			
☐	☐	Mining Claims			
☐	☐	Panhandling			
☐	☐	Pensions / Retirement			
☐	☐	Property Rentals / Sale			
☐	☐	Railroad Retirement			
☐	☐	Room Rental (<i>Attach notarized proof of rental or lease</i>)			
☐	☐	Social Security Benefits (RSDI)			
☐	☐	Strike Benefits			
☐	☐	Subsidized Housing			
☐	☐	Supplemental Security Income (SSI)			
☐	☐	Supported Living Arrangement (SLA)			
☐	☐	TANF Assistance			
☐	☐	Tribal Assistance / Indian General Assistance (IGA)			
☐	☐	Trust Income (<i>Provide proof if it is not accessible</i>)			
☐	☐	Unemployment Insurance			
☐	☐	Utility Allowance / Rebate Check			
☐	☐	Veterans Benefits			
☐	☐	Winnings			
☐	☐	Worker's Compensation or Temporary Disability			
☐	☐	Other			

MEETING EXPENSES:

- If the household expenses (e.g. rent, utilities, food, etc.) are more than your household's income, explain how you are able to meet these expenses.
- If someone is helping you meet your expenses or is giving you money, you must provide a signed statement from each person that includes their name, address, telephone number and amount of help they provided to you during each of the last six months. Below, fill out the information of the person(s) who provided you with a statement:

Name of Person Assisting	Address	Phone Number	Amount	How often

Do you expect any changes in the household's income or benefits? ☐ YES ☐ NO If YES, what? When?

Changes in income prior to certification will be used to determine eligibility.

G. RESPONSIBILITY

Information provided in this application is subject to verification and investigation by federal, state, and local officials. If you make a false or misleading statement, misrepresent, conceal, or withhold facts, or fail to report changes to establish or maintain eligibility for energy assistance your benefits may be denied, terminated, or reduced. You are responsible for repayment of all monies, services, and benefits for which you were not entitled. Additionally, you may also be barred from program participation, criminally prosecuted and/or otherwise penalized according to state and federal law.

Have you ever been determined to have committed an Intentional Program Violation (IPV)? ☐ YES ☐ NO

If YES, in what State? _____

Initial: _____ I have read the information in section G. Responsibility

H. AUTHORIZATION

By signing this application, I am authorizing the Department of Human Services to make any investigation concerning me or any other member of my household which is necessary to determine eligibility for benefits received or to be received under programs administered by the Division of Social Services. I hereby authorize and consent to the release of any and all information concerning me and/or my household members to the Division of Social Services and the Department of Human Services by the holder of the information regardless of the manner or form held, including by, without limitation, wage information, information made confidential by law or otherwise privileged under NRS 422A.342 or any other provision of law or otherwise. I authorize the Energy Assistance Program to release information about my household, to include energy usage information, to the State of Nevada Housing Division, Weatherization Assistance Program, for potential eligibility in weatherizing my residence. I hereby release the holder of such information from liability, if any, resulting from the disclosure of the required information. **I ACKNOWLEDGE THAT A REPRODUCED COPY OF THIS AUTHORIZATION LEGALLY CONSTITUTES AN ORIGINAL COPY.**

If I am sixty (60) years of age or older, I hereby consent to the disclosure of my identity and waive my rights as an older person to have my identity kept confidential. I hereby release the holder of information from liability, if any, resulting from the disclosure of the required information.

I consent that the Division of Social Services or its representatives may survey my energy advise providers of assistance grants, and status at the time of certification. I consent that the Division of Social Services use Social Security Numbers (SSNs) provided in this application to verify factors of Energy Assistance Program eligibility, which may include automated data exchange with the Social Security Administration.

I agree to notify the Energy Assistance Program of any changes in my household circumstances that may affect my energy assistance benefits. I understand failure to report changes may cause an overpayment which I would be responsible to pay back and could even be prosecuted by a court of law. I swear I have honestly reported the citizenship of myself and anyone I am applying for.

In accordance with Nevada State law and applicable federal regulations, this application may also serve as an application for General Assistance when an extraordinary circumstance exists as defined in NRS 422A. DSS may use information from this application, including retroactively, to jointly process eligibility for General Assistance without requiring a separate application.

Initial: _____ I have read the information in section H. Authorization

I. RIGHTS AND OBLIGATIONS

You have the following RIGHTS:

No person will be discriminated against for any reason, e.g., race, age, color, religion, sex, disability, handicap (including AIDS and AIDS related conditions), political belief or national origin, in any program administered by the Division of Social Services. When the Energy Assistance Program (EAP) pays another agency, institution, or person to provide EAP services to a household, the provider is not permitted to discriminate for any reason. Violations of discrimination shall be promptly reported to the Energy Assistance Program office, the Division of Social Services Administrator, 1470 College Parkway, Carson City, Nevada 89706-7924, (775) 684-0500, the U.S. Office for Civil Rights (OCR), Department of Health and Human Services, 50 United Nations Plaza, San Francisco, California 94102, (415) 437-8310, TDD (415) 437-8311 or by calling toll free 1-800-368-1019.

You have the right to a conference if you believe you have been unfairly treated or a mistake has been made concerning your eligibility for assistance. To request a conference, write or call the Energy Assistance Program.

You have the right to a hearing if you are not satisfied with the agency's action affecting your assistance if you request the hearing, in writing, within ninety (90) days of the agency's action/decision, unless the sole issue for the agency's action/decision is one of state or federal law requiring automatic benefit adjustment. You have the right to a hearing if your application is denied, acted upon erroneously, or not acted upon with reasonable promptness, or if your benefits have been reduced.

You have the right to a mailed notice of decision telling you if you are eligible for program benefits and in what amount, to whom payments will be made, and the approximate payment date(s); or a notice informing you that you are not eligible for program benefits and why.

Program staff are required to:

- Inform applicants of the eligibility requirements for the program;
- Counsel on required documents; and/or
- Provide assistance to the applicant when needed.

You have the following OBLIGATIONS:

Notify the Energy Assistance Program **within ten (10) calendar days** of any of the following:

- Any change in your household income **or** household size (number of people residing in the household);
- If you change utility companies; or
- If you move any time after submitting your application.

Note: Failure to do so may delay processing your application or result in denial of benefits or a reduction in benefits.

Respond to any requests for additional information needed to process your application **within ten (10) calendar days**. It is your responsibility to ensure the requested materials are mailed or faxed early enough to meet the deadline provided to you. The Energy Assistance Program is not responsible for lost or misdirected mail, or faxes. (Be sure your name and SSN or UPI are on all documents/correspondence.)

Cooperate with the Energy Assistance Program in its efforts to secure all information necessary to determine eligibility or benefits.

SPECIAL NOTE:

If you are applying for the Energy Assistance Program you may receive help with your utility bills. ***But remember, you must keep paying your bills when they are due.*** If you do not pay them, the company can charge more money for paying late. The utility company can even turn off your service, and you may be required to pay a deposit before they will turn your service on again. ***If you cannot pay your bill, contact the utility company, and try to make payment arrangements.***

Persons found guilty of intentionally violating program rules will be ineligible for program participation for one (1) year for the first violation, two (2) years for the second violation, and permanently barred from the program for the third violation.

Initial: _____ I have read the information in section I. Rights and Obligations

J. SIGNATURES

I understand if I fail to initial pages 5-6 where indicated on this application, it does not release me or my household members from those requirements / obligations.

I understand the questions on this application and the penalty for hiding or giving false information. I certify under penalty of perjury; my answers are correct and complete to the best of my knowledge and ability. I swear I have honestly reported the citizenship of myself and anyone I am applying for. I understand the Rights and Obligations as an applicant for the Energy Assistance Program.

Print Name of Applicant: _____

Signature of Applicant: _____

Date: _____

Print Name of Other Adult Member(s) in Household: _____

Signature of Other Adult Member(s) in Household: _____

Date: _____

Print Name of Other Adult Member(s) in Household: _____

Signature of Other Adult Member(s) in Household: _____

Date: _____

WITNESS: (Use if applicant cannot read or write or is visually impaired.) I have assisted with the completion of this application for Energy Assistance Program. The information in this application has been read to the applicant, and I have witnessed the above signature.

Print Name of Witness

Signature of Witness

Date

**IF YOU ARE NOT REGISTERED TO VOTE WHERE YOU LIVE NOW,
WOULD YOU LIKE TO REGISTER TO VOTE HERE TODAY?**

(Please check one)

☐ YES ☐ NO

If you do not check either box, you will be considered to have decided not to register to vote at this time.

The **NATIONAL VOTER REGISTRATION ACT** provides you with the opportunity to register to vote at this location. If you would like help in filling out a voter registration application form, we will help you. The decision whether to seek or accept help is yours. You may fill out the application form in private.

IMPORTANT NOTICE: Applying to register or declining to register to vote WILL NOT AFFECT the amount of assistance you will be provided by this agency.

Signature

Date

CONFIDENTIALITY: Whether you decide to register to vote or not, your decision will remain confidential.

IF YOU BELIEVE SOMEONE HAS INTERFERED with your right to register or to decline to register to vote, or your right to choose your own political party or other political preference, you may file a complaint with the Office of the Secretary of State, Capitol Complex, Carson City, Nevada 89710.

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STATE OF NEVADA VOTER REGISTRATION APPLICATION

Application No.

USE BLACK OR BLUE INK ONLY – PLEASE PRINT CLEARLY

WARNING: GIVING FALSE INFORMATION IS A FELONY AND INCLUDES A CIVIL PENALTY OF UP TO \$20,000.

All fields are required unless marked Optional. If you do not provide all of the required information, your application to register to vote will not be complete.

1.	Are you a citizen of the United States? ☐ Yes ☐ No <i>If you checked "No" to the above question, do not complete this form.</i> Will you be at least 18 years of age on or before election day? ☐ Yes ☐ No If you checked "No" to the above question but are at least 17 years of age, do you wish to preregister to vote? ☐ Yes ☐ No <i>If you checked "No" to both of the prior questions, do not complete this form.</i>					
2.	Last Name	First Name	Middle Name	Suffix		
3.	Nevada Residential Address – See Instructions on Back (No P.O. Box/Business Address)		Apt. #	City	State NV Zip Code	
4.	Mailing Address – If Different From Above (P.O. Box or Mail Service Address Acceptable)		Apt. #	City	State Zip Code	
5.	Birth Date (MM/DD/YYYY)		6.	Place of Birth (State or Country)	7.	Telephone Number (Optional)
8.	☐ I have a valid NV Driver’s License or ID Card and that number is: _____ ☐ I have not been issued a NV Driver’s License or ID Card. The last 4 digits of my Social Security Number are: XXX – XX - ____ _ ☐ I have not been issued a NV Driver’s License or ID Card, and I do not have a Social Security Number. If you select this option, you will be contacted by your County Election Department for more information once your application is received. <i>Note: ID numbers provided above are confidential and not available for public inspection.</i>					
9.	If applicable, check one of the following: ☐ Military Domestic (or military spouse or dependent) – Only check if you are on active duty and will be absent from your place of registration ☐ Military Overseas (or military spouse or dependent) ☐ U.S. Citizen Overseas					
10.	Email Address (Optional) – Email Address is Confidential		11.	☐ CHECK THIS BOX TO RECEIVE A SAMPLE BALLOT IN LARGER TYPE		
12.	Party Registration – Check Only One Box ☐ Democratic Party ☐ Independent American Party ☐ Libertarian Party of Nevada ☐ Nonpartisan (No Political Party) ☐ Republican Party ☐ Other Party – Write in below _____		13.	I swear or affirm I am a U.S. citizen. I will be at least 18 years old by the date of the next election, or if I indicated in Box 1 above that I am preregistering to vote, I am at least 17 years old. I will have continuously resided in Nevada at least 30 days in my county and at least 10 days in my precinct before the next election at which I intend to vote. The residential address listed herein is my sole legal place of residence, and I claim no other place as my legal residence. If I am preregistering to vote, I understand and acknowledge that I will be deemed to have registered to vote as of the date of my 18th birthday unless my preregistration is canceled by any of the means or for any of the reasons for canceling voter registration pursuant to Chapter 293 of the Nevada Revised Statutes. I am not currently serving a term of imprisonment for a felony conviction. I declare under penalty of perjury that the foregoing is true and correct. ↓ SIGNATURE OF APPLICANT (REQUIRED) ↓ _____/_____/_____ (MM / DD / YYYY)		
14.	Your name and residential address where you were last registered to vote (Name Used, Address, State, etc.)					
15.	Important! If you are assisting a person to register to vote and you are not a Field Registrar appointed by a County Clerk / Registrar of Voters or an employee of a voter registration agency, you MUST complete the following. Your signature is required. Failure to do so may be a felony.					
	Full Name	Mailing Address	City/State/Zip Code	Signature		

OFFICIAL USE ONLY. DO NOT WRITE IN THE SHADED AREA BELOW.

DATE STAMP	☐ AGENCY ☐ FIELD REGISTRAR ☐ MAIL ☐ IN PERSON ☐ OTHER	CANCELLED	APPLICATION NO.
		INACTIVE	RECEIVED BY:
		PRECINCT	

✂ Detach Here ✂

✂ Detach Here ✂

✂ Detach Here ✂

NAME OF PERSON RETAINING THIS APPLICATION (Agency Stamp or Name of Agent, Election Official or Person Retaining Application)	ELECTION OFFICIAL OR AGENCY (Contact Information, Address, Telephone, Fax)	VOTER APPLICATION RECEIPT (Please Retain Receipt) Your voter registration information has been transmitted to your County Election Office for processing. Within 10 days after receiving your information, your County Election Office will mail your Nevada Voter Registration Card or a notice that additional information is required to complete your registration.
		APPLICATION NO.

INSTRUCTIONS

Box 1 – PREREGISTRATION: Every citizen of the United States who is 17 years of age or older but less than 18 years of age and has continuously resided in this state for 30 days or longer may preregister to vote by any of the means available for a person to register to vote pursuant to Nevada law. If a person preregisters to vote, he or she shall be deemed to be a registered voter on his or her 18th birthday unless the person’s preregistration has been cancelled or he or she does not satisfy the voter eligibility requirements.

Box 2 – NAME: Required. Please write your name exactly as it appears on your Nevada Driver’s License, ID Card, or Social Security Card.

Box 3 – ADDRESS WHERE YOU LIVE: Required. Your home address is the street address assigned to the location at which you actually reside. If you reside at a location that has not been assigned a street address, a description of the location at which you actually reside must be provided. A P.O. Box or business address cannot be listed as a home address.

Box 4 – ADDRESS WHERE YOU RECEIVE MAIL: Optional. Include your mailing address if it is different than your physical address. Include P.O. Boxes and Mail Service Addresses, if applicable.

Box 8 – IDENTIFICATION: Required. Include your Nevada Driver’s License or Nevada Identification Card number. If you do not have a driver’s license or identification card issued by a Nevada DMV, include the last four digits of your Social Security Number. If you do not have a Nevada Driver’s License or Social Security Number, you will be contacted by your County Election Department for more information once your application is received.

Box 9 – MILITARY: Required, if applicable. Mark the applicable box.

Box 12 – POLITICAL PARTY AFFILIATION: Required. Mark your choice of a qualified political party, “Nonpartisan” or “Other.” If you mark “Other,” you may print the name of an unlisted political party. If you register with a minor political party or as a nonpartisan, you will receive a nonpartisan ballot for the Primary Election.

Box 13 – DECLARATION: Required. Sign and date. Voting Rights are immediately restored for all felony convictions upon release from prison.

Box 14 – UPDATING INFORMATION: Optional. You may include the last address where you were registered to vote. This helps the County Clerk/Registrar of Voters identify you as the applicant.

Box 15 – ASSISTANCE: Required, if applicable. If you are assisting a person to preregister or register to vote, you must complete Box 15. *FAILURE TO DO SO MAY BE A FELONY.*

DEADLINES FOR SUBMITTING APPLICATION:

- ❖ By Mail – Postmarked by the fourth Tuesday preceding the primary or general election.
- ❖ In-Person at your local County Clerk’s or Registrar of Voters Office – By the fourth Tuesday preceding the primary or general election.
- ❖ Online – By the Thursday preceding the primary or general election. Online Registration available at: www.RegisterToVoteNV.gov
- ❖ For Special / Recall Elections – Contact your County Clerk or Registrar of Voters.

SAME-DAY VOTER REGISTRATION: Eligible Nevada voters can register to vote or update existing voter registration information in person at the polling place either during early voting or on Election Day.

INTERESTED IN BEING A POLL WORKER? Please contact your local County Clerk or Registrar of Voters Office.

NOTICE: You are urged to return your application to the County Clerk or Registrar of Voters in person or by mail. If you choose to give your completed application to another person to return to the County Clerk or Registrar of Voters on your behalf, and the person fails to deliver the application to the County Clerk or Registrar of Voters, you will not be preregistered or registered to vote, as applicable. Please retain the duplicate copy or receipt from your application to preregister or register to vote.

COUNTY	ELECTION DEPARTMENT ADDRESS	COUNTY	ELECTION DEPARTMENT ADDRESS
Carson City Clerk (775) 887-2087	885 East Musser Street, Suite 1025, Carson City, NV 89701	Lincoln Clerk (775) 962-8077	181 North Main Street, Suite 201, Pioche, NV 89043 P.O. Box 90, Pioche, NV 89043
Churchill Clerk (775) 423-6028	155 North Taylor Street, Suite 110, Fallon, NV 89406	Lyon Clerk (775) 463-6501	27 South Main Street, Yerington, NV 89447
Clark Registrar (702) 455-8683	965 Trade Drive, Suite A, North Las Vegas, NV 89030 P.O. Box 3909, Las Vegas, NV 89127	Mineral Clerk (775) 945-2446	105 South A Street, Suite 1, Hawthorne, NV 89415 P.O. Box 1450, Hawthorne, NV 89415
Douglas Clerk (775) 782-9014	1616 8 th Street, 2 nd Floor, Minden, NV 89423 P.O. Box 218, Minden, NV 89423	Nye Clerk (775) 482-8127	101 Radar Road, Tonopah, NV 89049 P.O. Box 1031, Tonopah, NV 89049
Elko Clerk (775) 753-4600	550 Court Street, 3 rd Floor, Elko, NV 89801	Pershing Clerk (775) 273-2208	398 Main Street, Lovelock, NV 89419 P.O. Box 820, Lovelock, NV 89419
Esmeralda Clerk (775) 485-6309	233 Crook Avenue, Goldfield, NV 89013 P.O. Box 547, Goldfield, NV 89013	Storey Clerk (775) 847-0969	26 South B Street, Drawer D, Virginia City, NV 89440
Eureka Clerk (775) 237-5263	10 South Main Street, Eureka, NV 89316 P.O. Box 540, Eureka, NV 89316	Washoe Registrar (775) 328-3670	1001 E. 9th St., Reno, NV, 89512
Humboldt Clerk (775) 623-6343	50 West 5 th Street, #207, Winnemucca, NV 89445	White Pine Clerk (775) 293-6509	1786 Great Basin, Blvd., Suite 3, Ely, NV 89301
Lander Clerk (775) 635-5738	50 State Route 305, Battle Mountain, NV 89820		



FIRST CLASS
STAMP
NECESSARY
FOR MAILING