

# **Part 1**

## **Checklist and Information**

# **Liquor/Entertainment/Gaming License Checklist**

**The following items MUST be completed BEFORE submitting application to the Douglas County Sheriff's Office.**

- \_\_\_ Copy of Valid Driver's**
- \_\_\_ If applicable, copy of Alien Registration Card**
- \_\_\_ Fictitious Firm Name Form**
- \_\_\_ Community Development/Planning Division Sign-Off/NA for for slot route operators**
- \_\_\_ Fire Department Sign-Off/ NA for for slot route operators**
- \_\_\_ Health Division Sign-Off/ NA for for slot route operators**
- \_\_\_ Establishment Information (2 pages)**  
**(Producer License must be accompanied by appropriate state applications)**
- \_\_\_ Gaming Application (if applicable)**  
**If space lease – need name of gaming company (i.e., United Coin, etc.)**
- \_\_\_ Completed Application for EACH applicant**
- \_\_\_ Affidavit Page - Passport Photo attached - Page must be notarized**
- \_\_\_ Authorization to Release Information must be notarized**
- \_\_\_ Disclaimer (witnessed)**
- \_\_\_ Waiver of Notice of Hearing**
- \_\_\_ Civil Applicant Waiver**
- \_\_\_ Copy of Lease/Rental Agreement**
- \_\_\_ Sales Agreement or Closing Papers**
- \_\_\_ Partnership Papers or Articles of Incorporation (if applicable)**
- \_\_\_ \$750.00 Cash or Check payable to DCSO for first applicant**
- \_\_\_ \$150.00 Cash or Check payable to DCSO for each subsequent applicant**

**License is non-transferable and fees are non-refundable.**

**For application to be a Slot Route Operator, please include a copy of State Gaming Approval.**



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SHERIFF

## **LIQUOR/ENTERTAINMENT/GAMING LICENSE INFORMATION**

1. A complete application package must be submitted to the Douglas County Sheriff's Office by the new owner/lessee within 5 days of the transfer of an existing business for which a Liquor/Entertainment/Gaming License has been issued. An application may be submitted prior to Fire and/or Health Inspections have been completed, however, you will not be given a date for the County Commissioners meeting until these inspection sign-offs and the fingerprint results have been received. It is the responsibility of each applicant to be aware and understand Douglas County ordinances pertaining to Liquor/Entertainment Licenses, and/or Gaming Licenses. A copy of the County Codes pertaining to Liquor/Entertainment/Gaming Licenses is attached.
2. If the business is in a brand new building, an application may be submitted prior to the issuance of a Certificate of Occupancy. However, the Certificate of Occupancy must be received prior to the issuance of a liquor license number. Note: You will not be able to order alcohol prior to the issuance of your liquor license number.
3. Non-restricted gaming (16 slot machines or more), individuals are required to have a Nevada Gaming Control Board Work Permit.
4. Upon receipt of a completed Liquor/Entertainment/Gaming License Application, a \$750.00 investigation fee for the first applicant, and \$150.00 for each subsequent applicant, is required. **THESE FEES ARE NON-REFUNDABLE.** At this time, all applicants will be fingerprinted and sign a release form for a background check.
5. Although only one person may be listed on the Liquor/Entertainment/Gaming License, an application must be filled out and turned in for each responsible person on the license.
6. Any person or entity holding a liquor license may temporarily suspend the license for up to 2 quarters per calendar year without penalty and without full payment for those quarters. The suspended rate is \$50.00 per quarter.

**PRIOR TO SUBMITTING THE APPLICATION TO THE SHERIFF'S OFFICE:**

1. Have Community Development/Planning Division sign off zoning requirements/restrictions for Liquor Sales, Live Entertainment, and/or Gaming.
2. File for a Fictitious Firm Name with the County Clerk's Office.
3. Notify the Fire Department and Health Protection Services to schedule inspections. (An application may be submitted prior to Fire and/or Health Inspections have been completed, however, you will not be given a date for the County Commissioners meeting until these inspection sign-offs have been received.)

When submitting a complete application to the Sheriff's Office, the following must accompany it:

1. A copy of your Lease/Rental Agreement
2. Sales Agreement or Closing Papers
3. Partnership Papers or Articles of Incorporation
4. Signed and approved inspection sheets (see item 1 on previous page)
5. A 2x2 passport type photo should be attached to appropriate page
6. Appropriate pages must be notarized PRIOR to submitting the application
7. The Disclaimer page must be witnessed prior to submitting the application
8. Signed Waiver of Notice of Hearing and Civil Applicant Waiver

Once fingerprint results are received from the State of Nevada and the FBI, a date will be set for a commissioners hearing and you will be notified in writing. (Hearings are on the 1<sup>st</sup> and 3<sup>rd</sup> Thursdays of each month.)

**DUE TO THE POSSIBILITY OF A 6 TO 8 WEEK DELAY, IT IS IMPORTANT THAT THE APPLICANT COMPLETE THE REQUIRED PAPERWORK AS QUICKLY AS POSSIBLE PRIOR TO THE ANTICIPATED OPENING DATE.**

# **Part 2**

## **Inspection Information and Forms**



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**LIQUOR/ENTERTAINMENT/GAMING LICENSE**  
**INSPECTION CONTACTS**

**1. Contact the following departments or agencies:**

A. Douglas County Clerks Office – Fictitious Name  
1616 8<sup>th</sup> Street  
Minden, NV 89423  
Phone: 775-782-9014

B. Community Development – Planning Division  
1594 Esmeralda Avenue, Room 202  
Minden, NV 89423  
**Hours: 8:00 am – 3:00 pm**  
Phone: 775-782-6217

C. East Fork Fire Protection District  
**(Valley Locations Only)**  
1694 County Road  
Minden, NV 89423  
Phone: 775-782-9040

D. Tahoe Fire Protection District  
**(Lake Tahoe Locations Only)**  
193 Elk Point Road  
Zephyr Cove, NV 89448  
Phone: 775-588-3591

E. Carson City Health and Human Services  
Environmental Health  
900 E. Long St  
Carson City, NV 89706  
Phone: 775-887-2190 ext. 7427

**2. An application may be submitted without Fire and/or Health Department sign-offs, however, inspections must be completed and signed off prior to setting a date for the County Commissioners meeting.**



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**LIQUOR/ENTERTAINMENT/GAMING LICENSE APPLICATION**

Douglas County Community Development (775) 782-6217  
1594 Esmeralda Avenue, Room 202  
Minden, NV 89423

Date: \_\_\_\_\_

Change of Ownership: \_\_\_\_\_ New Establishment: \_\_\_\_\_

Please select all the licenses you are applying for:

**Liquor License:** \_\_\_\_\_ **Entertainment Endorsement:** \_\_\_\_\_ **Gaming License:** \_\_\_\_\_

Description of Use: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Applicant Name: \_\_\_\_\_

Applicant Address: \_\_\_\_\_

Applicant Phone: \_\_\_\_\_

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

Business Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_

**PLANNING DIVISION:**

Assessor Parcel No.: \_\_\_\_\_

Zoning District: \_\_\_\_\_

On-Site Alcohol Consumption \_\_\_\_\_ Off-Site Alcohol Consumption \_\_\_\_\_

Live Entertainment - Indoor \_\_\_\_\_ None \_\_\_\_\_

Restricted Gaming use incidental to licensed alcohol sales? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_

\_\_\_\_\_  
Planning Division Approval – Name & Title

\_\_\_\_\_  
Date



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**LIQUOR/ENTERTAINMENT/GAMING LICENSE APPLICATION**  
**FIRE INSPECTION**

**Valley Locations**

East Fork Fire Protection District  
1694 County Road  
Minden, NV 89423  
(775) 782-9040

**Lake Tahoe Locations**

Tahoe Fire Protection District  
193 Elk Point Road  
Zephyr Cove, NV 89448  
(775) 588-3591

**It is the responsibility of the applicant to contact the appropriate Fire Department to make arrangements to have the location inspected.**

Date: \_\_\_\_\_

Name of Establishment: \_\_\_\_\_

Name of Owner: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_

Business Telephone: \_\_\_\_\_

Did this facility pass inspection? Yes \_\_\_\_\_ No \_\_\_\_\_

Are there any violations that would prevent the license for this establishment being approved?  
Yes \_\_\_\_\_ No: \_\_\_\_\_

If **YES**, please list findings/violations. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Date inspection completed: \_\_\_\_\_

Person completing this inspection: \_\_\_\_\_





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**LIQUOR/ENTERTAINMENT/GAMING LICENSE**  
**HEALTH DEPARTMENT SIGN-OFF**

Carson City Health and Human Services  
Environmental Health  
900 E. Long St  
Carson City, NV 89706  
Phone: 775-887-2190 ext. 7427

Date: \_\_\_\_\_

Type of License: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Establishment Name: \_\_\_\_\_

Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_

**IT IS THE RESPONSIBILITY OF THE APPLICANT TO CONTACT YOUR AGENCY AND  
MAKE APPROPRIATE ARRANGEMENTS TO HAVE THE LISTED LOCATION INSPECTED.**

**Did this facility pass preliminary inspection? Yes \_\_\_\_\_ No \_\_\_\_\_**

**Are there any violations that need to be addressed? Yes \_\_\_\_\_ No \_\_\_\_\_**

**If yes, please describe findings/or attached separate sheet:**

\_\_\_\_\_  
\_\_\_\_\_

Final approval date: \_\_\_\_\_

Person completing the inspection: \_\_\_\_\_

# **Part 3**

## **Establishment Information**



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**LIQUOR/ENTERTAINMENT/GAMING LICENSE APPLICATION**  
**ESTABLISHMENT INFORMATION**

Type of Liquor License: (Please check ALL that apply, and indicate number of bars, shops, etc. selling alcohol)

1. Intoxicating Liquor Producer License \$250.00 quarter \_\_\_\_\_  
(Must be accompanied by appropriate state applications)

2. Wholesale Liquor License \$350.00 quarter \_\_\_\_\_

3. Packaged Retail Liquor License \$200.00 quarter \_\_\_\_\_

GAMING:  
RESTRICTED  
NON-RESTRICTED

PARTICIPATE  
SPACE LEASE

**How Many Gift Shops selling alcohol** \_\_\_\_\_

SLOT ROUTE COMPANY

4. On-Site Retail Liquor License (each bar)  
a. Beer and/or Wine Only \$200.00 quarter \_\_\_\_\_  
b. Unrestricted License \$300.00 quarter \_\_\_\_\_

**How Many Bars, Restaurants, Carts** \_\_\_\_\_

5. Fraternal/Civic Organization Liquor License  
a. Beer and/or Wine Only \$ 65.00 quarter \_\_\_\_\_  
b. Unrestricted \$ 85.00 quarter \_\_\_\_\_

6. Caterer's Liquor License  
a. Beer and/or Wine Only \$100.00 quarter \_\_\_\_\_  
b. Unrestricted \$150.00 quarter \_\_\_\_\_

7. Entertainment Endorsement \$200.00 quarter \_\_\_\_\_

8. Mobile Liquor License  
a. Beer and/or Wine Only \$200.00 quarter \_\_\_\_\_  
b. Unrestricted \$300.00 quarter \_\_\_\_\_

**How Many food trucks, Trailers  
carts, or other mobile Conveyances** \_\_\_\_\_

Additional Fees:

Non-Active License Fee \$ 50.00 quarter  
Late Payment Fee 50% of the quarterly fee plus \$75.00

**PLEASE PRINT**

Applicant's Name: \_\_\_\_\_

Name of Establishment: \_\_\_\_\_

Name of Corporation or Owner of Establishment: \_\_\_\_\_

Street Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone Numbers:

Business: \_\_\_\_\_ Cell: \_\_\_\_\_

Email: \_\_\_\_\_

**\*The information contained on this sheet is public record and subject to inspection and copying.**



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**LIQUOR/ENTERTAINMENT/GAMING LICENSE APPLICATION  
SUPPLEMENTAL FORM**

The information provided in this supplemental is not available for inspection and copying by the public. The supplemental form will be available to the Liquor Board on a confidential basis pursuant to Douglas County Code section 5.08.050(C).

1) Hours of Operation: \_\_\_\_\_

2) How many Employees: \_\_\_\_\_

3) Restaurant? Yes \_\_\_\_\_ No \_\_\_\_\_

4) Amount of Investment: \_\_\_\_\_

5) How Financed: \_\_\_\_\_

6) Monthly Payments: \_\_\_\_\_

7) Length of Lease: \_\_\_\_\_

Conditions on Lease: \_\_\_\_\_

8) Monthly Payments: \_\_\_\_\_

9) Partners (Limited, Silent or Otherwise)? Yes \_\_\_\_\_ No \_\_\_\_\_

Names: \_\_\_\_\_

\_\_\_\_\_

10) Will you have an active part in the operation of the business? Yes \_\_\_\_\_ No \_\_\_\_\_

If no explain \_\_\_\_\_



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**DOUGLAS COUNTY GAMING APPLICATION INFORMATION**

Name of Establishment \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Phone Number \_\_\_\_\_

Restricted (15 machines or less) \_\_\_\_\_

Non-Restricted (16 machines or more) \_\_\_\_\_

Zoning Status \_\_\_\_\_

Space Lease \_\_\_\_\_ Participant \_\_\_\_\_

Name of Person or Company on Gaming License \_\_\_\_\_

\_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Phone Number \_\_\_\_\_

Number of Machines Requested \_\_\_\_\_

Dates of State Hearings \_\_\_\_\_

Other \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## **Part 4**

# **Personal Application and Waivers**

**DOUGLAS COUNTY**  
**LIQUOR/ENTERTAINMENT/GAMING LICENSE APPLICATION**  
**(Please Print)**

Date: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_ Sex: M \_\_\_\_\_ F \_\_\_\_\_

Aliases or Nicknames: \_\_\_\_\_

Home Mailing Address: \_\_\_\_\_

Home Physical Address: \_\_\_\_\_

Home Telephone: (\_\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_\_) \_\_\_\_\_

Business Telephone: (\_\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_

Height: \_\_\_\_\_ Weight: \_\_\_\_\_ Hair: \_\_\_\_\_ Eyes: \_\_\_\_\_

Social Security # \_\_\_\_\_ Driver's License # \_\_\_\_\_ State: \_\_\_\_\_

Marital Status: Married \_\_\_\_\_ Divorced \_\_\_\_\_ Single \_\_\_\_\_

Describe all scars, marks and tattoos: \_\_\_\_\_

U. S. Citizen: Yes \_\_\_\_\_ No \_\_\_\_\_

If **naturalized**, state when and where and give Naturalization Number: \_\_\_\_\_

Present employer name and address: \_\_\_\_\_

Your Job Title and Duties: \_\_\_\_\_

Did you complete High School? Yes \_\_\_\_\_ No \_\_\_\_\_

If **yes**, give year of completion, name and location of school: \_\_\_\_\_

Military service? Yes \_\_\_\_\_ No \_\_\_\_\_ Branch of Service: \_\_\_\_\_

Type of Discharge: \_\_\_\_\_

Have you ever been divorced: Yes \_\_\_\_\_ No \_\_\_\_\_

If **yes**, complete the following:

<u>Date</u>	<u>Location</u>	<u>Court</u>	<u>Spouse's Full Name</u>
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Liquor License Application

Page 2

Have you **ever** been arrested? Yes \_\_\_\_\_ No \_\_\_\_\_

If **yes**, complete the following:

<u>Date of Arrest</u>	<u>Arresting Agency</u>	<u>Charges</u>	<u>Disposition</u>
-----------------------	-------------------------	----------------	--------------------

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Have you ever been named as a defendant in a civil matter? Yes \_\_\_\_\_ No \_\_\_\_\_

If **yes**, complete the following:

<u>Date</u>	<u>Plaintiff</u>	<u>Name and Location of Court</u>
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_____	_____	_____
_____	_____	_____
_____	_____	_____

List five (5) persons who have known you for five years or more.

(Do not include relatives, present employers or former employers)

<u>Name</u>	<u>Address</u>	<u>Business Address and Phone Number</u>
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_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

List all cities where you lived prior to 15 years ago:

_____
_____
_____
_____
_____

List all addresses where you have lived for the last 15 years:

<u>From date</u>	<u>To date</u>	<u>Complete Address</u>
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_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____



Liquor License Application

Page 3

List all former employers or businesses engaged in since 18 years of age:

From date      To date      Position Held      Name & Address of Business


Have you ever been terminated from employment? Yes \_\_\_\_\_ No \_\_\_\_\_

If **yes**, complete the following:

Date      Employer      Address      Reason


Have you ever held a liquor or gaming license or had an interest in any gaming or liquor establishment in the State of Nevada or any other state?

Yes \_\_\_\_\_ No \_\_\_\_\_

If **yes**, complete the following:

Date      Type of License      Name of Business      Address


Spouse's full name: \_\_\_\_\_

Aliases and nicknames (including maiden name): \_\_\_\_\_

Date of birth: \_\_\_\_\_ City & State: \_\_\_\_\_

Date married: \_\_\_\_\_ City & State: \_\_\_\_\_

Spouse's address (if different): \_\_\_\_\_

Spouse's occupation, employer, address & phone: \_\_\_\_\_

Spouse's employment duties: \_\_\_\_\_

List all cities where spouse has resided in last 15 years: \_\_\_\_\_


Liquor License Application

Page 4

Has spouse ever been arrested for a felony in any state? Yes \_\_\_\_\_ No \_\_\_\_\_

If **yes**, complete the following:

<u>Date of Arrest</u>	<u>Arresting Agency</u>	<u>Charges</u>	<u>Disposition</u>
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

List names, ages and address of all children:

<u>Name</u>	<u>Age</u>	<u>Address</u>
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_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Amount to be invested by you? \_\_\_\_\_

Percentage of ownership the above will represent: \_\_\_\_\_

Do you presently anticipate participation in the management and/or operation of the business?

Yes \_\_\_\_\_ No \_\_\_\_\_

Has your interest in this establishment been assigned, or pledged, or hypothecated to any person, firm, or corporation, or has any agreement plan been entered into whereby your interest is to be assigned, pledged, or sold either in part or in whole? Yes \_\_\_\_\_ No \_\_\_\_\_

If **yes**, fully explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Have you ever filed for bankruptcy? Yes \_\_\_\_\_ No \_\_\_\_\_

If **yes**, fully explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

If asked to submit Income Tax Returns, will you do so? Yes \_\_\_\_\_ No \_\_\_\_\_

List person/people, firms, bank notes, etc. that will represent the 100 percent financial investment in the business:

<u>Name</u>	<u>Address</u>	<u>Amount</u>	<u>Percentage</u>
_____	_____	\$ _____	_____
_____	_____	\$ _____	_____
_____	_____	\$ _____	_____
_____	_____	\$ _____	_____
_____	_____	\$ _____	_____

Of the listed investors, persons or firms, show what loans are secured, how secured, and method of repayment:

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PHOTO

I, \_\_\_\_\_, being duly sworn, depose and say that the above statements are true and correct and that this statement is executed with the knowledge that misrepresentation or failure to reveal information requested may be deemed sufficient cause for denial of issuance of a Douglas County, Nevada, Liquor/Entertainment/Gaming License; that I am voluntarily submitting this application with full knowledge that Nevada Law provides that "any person making false oath in any matter before the board shall be guilty of perjury"; and further, that I will familiarize myself with Nevada State Statutes and Douglas County Ordinances pertaining to and regulating Nevada gaming and/or sale and handling of liquor, and agree if licensed, to abide thereby.

\_\_\_\_\_  
***This application for a Douglas County Liquor/Entertainment/Gaming license, which I have submitted, is a matter of public record.***

Furthermore, the Douglas County Board of Commissioners will cause an investigation to be made of my background, both personal and financial. Subsequently, I may be asked to answer questions in the open meeting of the board.

I hereby expressly waive, release and forever discharge Douglas County and the State of Nevada and their agents, from any and all manner of action and causes of whatsoever, which I, my administrators or executors, shall, or may have against Douglas County of the State of Nevada or their agents, as a result of my applying for a Liquor/Entertainment/Gaming License in Douglas County, Nevada.

\_\_\_\_\_  
Signature of Applicant

COUNTY OF \_\_\_\_\_

STATE OF \_\_\_\_\_

Subscribed and sworn to before me on

This \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_ by \_\_\_\_\_

\_\_\_\_\_  
Notary Public

## AUTHORIZATION TO RELEASE INFORMATION

As an applicant for a Liquor/Entertainment/Gaming License in Douglas County, I am required to furnish information for use in determining my qualification. In this connection, I authorize release of any and all information of a confidential or privileged nature.

I hereby release you, your organization and others from liability or damage which may result from furnishing the information requested.

I, the undersigned, have read this release and understand all its terms. I execute it voluntarily and with full knowledge of its significance.

IN WITNESS WHEREOF, I have executed this release at \_\_\_\_\_  
on the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
Signature of Applicant

COUNTY OF \_\_\_\_\_

STATE OF \_\_\_\_\_

Subscribed and sworn to before me on

This \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_ by \_\_\_\_\_

\_\_\_\_\_  
Notary Public

\* \* \* \* \*

## **DISCLAIMER**

**Nevada has a very liberal public records law. The Supreme Court and Attorney General have advised that any record kept by government is a public record and open to inspection by members of the public unless there is a specific statute or other law which declares the record to be confidential. The information in the application is public record information under Nevada's Public Records Law.**

**I have read, understand and received a copy of the above Disclaimer.**

**Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.**

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_\_  
**Signature of Witness**

## **WAIVER OF NOTICE OF HEARING**

Your application for a Liquor/Entertainment/Gaming License will go before the Board of Commissioners for a hearing on whether to grant your application. This is done at a public meeting.

During this administrative hearing and pursuant to NRS 241.033 and 241.034, the Board may consider your character, alleged misconduct, professional competence or physical or mental health as it relates to your liquor/gaming license application.

NRS 241.033 requires that you be given 21 working days notice by certified mail of this hearing. If you do not want the 21 day notice, please sign below. The Douglas County Sheriff's Office will notify you in advance of the meeting.

---

Applicant



# Nevada Department of Public Safety

## Fingerprint Background Waiver

As an applicant who is the subject of a Federal Bureau of Investigation (FBI) fingerprint-based criminal history record check for a noncriminal justice purpose you have certain rights which are discussed below.

1. You must be notified by Douglas County Sheriff's Office  
(name of requesting agency) that your fingerprints will be used to check the criminal history records of the FBI and the State of Nevada.
2. If you have a criminal history record, the officials making a determination of your suitability for the job, license or other benefit for which you are applying must provide you the opportunity to complete or challenge the accuracy of the information in the record. You may review and challenge the accuracy of any and all criminal history records which are returned to the submitting agency. The proper forms and procedures will be furnished to you by the Nevada Department of Public Safety, Records Bureau upon request. If you decide to challenge the accuracy or completeness of your FBI criminal history record, Title 28 of the Code of Federal Regulations Section 16.34 provides for the proper procedure to do so:

**16.34 - Procedure to obtain change, correction or updating of identification records.** If, after reviewing his/her identification record, the subject thereof believes that it is incorrect or incomplete in any respect and wishes changes, corrections or updating of the alleged deficiency, he/she should make application directly to the agency which contributed the questioned information. The subject of a record may also direct his/her challenge as to the accuracy or completeness of any entry on his/her record to the FBI, Criminal Justice Information Services (CJIS) Division ATTN: SCU, Mod. D-2, 1000 Custer Hollow Road, Clarksburg, WV 26306. The FBI will then forward the challenge to the agency which submitted the data requesting that agency to verify or correct the challenged entry. Upon the receipt of an official communication directly from the agency which contributed the original information, the FBI CJIS Division will make any changes necessary in accordance with the information supplied by that agency.

3. Based on 28 CFR § 50.12 (b), officials making such determinations should not deny the license or employment based on information in the record until the applicant has been afforded a reasonable time to correct or complete the record or has declined to do so.
4. You have the right to expect that officials receiving the results of the fingerprint-based criminal history record check will use it only for authorized purposes and will not retain or disseminate it in violation of federal or state statute, regulation or executive order, or rule, procedure or standard established by the National Crime Prevention and Privacy Compact Council.



5. I hereby authorize Douglas County Sheriff's Office (name of requesting agency), to submit a set of my fingerprints to the Nevada Department Public Safety, Records Bureau for the purpose of accessing and reviewing State of Nevada and FBI criminal history records that may pertain to me.

In giving this authorization, I expressly understand that the records may include information pertaining to notations of arrest, detainments, indictments, information or other charges for which the final court disposition is pending or is unknown to the above referenced agency. For records containing final court disposition information, I understand that the release may include information pertaining to dismissals, acquittals, convictions, sentences, correctional supervision information and information concerning the status of my parole or probation when applicable.

6. I hereby release from liability and promise to hold harmless under any and all causes of legal action, the State of Nevada, its officer(s), agent(s) and/or employee(s) who conducted my criminal history records search and provided information to the submitting agency for any statement(s), omission(s), or infringement(s) upon my current legal rights. I further release and promise to hold harmless and covenant not to sue any persons, firms, institutions or agencies providing such information to the State of Nevada on the basis of their disclosures. I have signed this release voluntarily and of my own free will.

A reproduction of this authorization for release of information by photocopy, facsimile or similar process, shall for all purposes be as valid as the original.

In consideration for processing my application I, the undersigned, whose name and signature voluntarily appears below; do hereby and irrevocably agree to the above.

Applicant's Name:

**PLEASE PRINT**

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
First Name

\_\_\_\_\_  
Middle

ADDRESS:

**PLEASE PRINT**

Applicant's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Submitting Agency:

Douglas County Sheriff's Office

Address:

1038 Buckeye Road

Minden, NV 89423

Agency Representative:

**PLEASE PRINT**

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
First Name

\_\_\_\_\_  
Middle

Agency Representative Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# **Part 5**

## **Douglas County Code**

## **County Codes**

### **Title 5 Business Licenses and Regulations**

#### **5.08 Intoxicating Liquor Sale Licenses**

5.08.010 Declaration of Policy

5.08.020 Definitions

5.08.030 Classes of Liquor Licenses

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#### **5.08.010 Declaration of Policy**

It is found and declared that in order to protect the health, safety and welfare of the inhabitants of Douglas County, it is necessary to license and control those persons or businesses that are engaged in the making of, distribution or sale of intoxicating liquors. (Ord. 1365, 2012)

#### **5.08.020 Definitions**

Whenever used in this chapter, unless the context otherwise requires or specifies, the definitions set forth in this section shall apply:

A. "Alcohol " means ethyl alcohol, hydrated oxide of ethyl, spirit of wine, or any product of distillation of fermented liquor, rectified either once or more often, from whatever source or by whatever process produced, and includes synthetic ethyl alcohol.

B. "Intoxicating Liquor" includes but is not limited to beer, wine, gin, whiskey, vodka, tequila, cordials, ethyl alcohol or rum and every liquid containing one-half of one percent or more of alcohol by volume and which is used for beverage purposes. For the purposes of this Chapter, the use of the term "liquor" means intoxicating liquor or an alcohol based beverage.

C. "Bar" is a physical structure with a flat horizontal counter, on one side of which alcoholic liquors are kept and maintained, where seats may be placed for patrons to sit

and where the sale and service of alcoholic beverages are by the drink across such structure. An unrestricted liquor license permits the operation of a bar on the licensed premises as well as portable bars. All bars count toward the total number of bars for quarterly fee purposes. A bar does not include pass-thru windows or guest room mini-bars.

D. "Board" means the Liquor Board of Douglas County which is comprised of the Board of County Commissioners and the Sheriff or his designee

E. "Caterer" means a purveyor of food or provisions for special occasions, parties or social gatherings where food is provided for consumption on premises or locations not associated with an on-site liquor license. Alcoholic beverages are prohibited from being dispensed from mobile snack wagons under a caterer's license.

F. "Convicted" means a finding of guilt resulting from a plea of guilty, a decision of a court or magistrate, or a verdict of a jury regardless of the pronouncement of judgment or the suspension thereof.

G. An "Event" as used in this chapter, shall be charged as one occurrence provided it does not last more than seven contiguous days. Any break in contiguous days shall be considered as a different event.

H. "Intoxicating Liquor Maker" refers to a person or business that makes intoxicating liquor for resale only.

I. "Licensee" means any person, association, firm, partnership, corporation or other entity to whom a valid liquor sale license has been issued pursuant to this chapter

J. "Live Entertainment" means the presentation of amplified live music or theme shows. This term does not cover any business that falls within the definition of an adult characterized business as covered in Douglas County Code Chapter 5.36. Anyone wishing to offer live entertainment that is held outside the confines of a building must apply for a Special Events Liquor License under Section 5.08.030(F).

K. "Key Employee" means an officer, employee or manager of a liquor license holder having the power to exercise significant oversight over the operation of a liquor license. If the licensee is not involved with the daily operation of the business, they must name at least one key employee

L. "Material Misrepresentation" includes but is not limited to failing to disclose prior criminal history; failing to disclose partners or others who are financially involved in the operation of the business or failure to disclose facts relevant to the application.

M. "Non Profit" means an organization of persons engaged in conducting and maintaining a bona fide fraternal, civic, social, recreational, or other such organization or a political subdivision or entity of the state of Nevada, which is not engaged in the sale of alcoholic beverages solely for pecuniary gain or commercial profit.

N. "On Site" means the retail sale of intoxicating liquors for consumption on the premises. "Premises" mean any and all places associated or connected with and accessible to the licensed business.

O. "Packaged" means the sale of any intoxicating liquor in its original packaging for consumption off premises.

P. "Person" means any natural person firm, association, partnership, corporation or other entity.

Q. "Retailer" means any person who sells at retail any alcoholic beverage.

R. "Sale" means the selling, exchanging, transferring and giving-away of intoxicating liquor in any manner or by any means whatsoever.

S. "Special Events" means an event of up to seven consecutive days that is not scheduled to occur more than five times per month and in any case no more than twelve times per year with an expected attendance of 50 or more people but less than 500 people, or any event irrespective of expected attendance that includes live entertainment.

T. "Wholesaler" means any person or business licensed to sell liquor as it is originally packaged to retail stores or to another licensed wholesaler but not to the consumer or general public. Wholesaler also includes distributors who sell liquor in its original packing to retailers and others.

U. "Wine" means any alcoholic liquor obtained by the fermentation of natural sugar contents of fruits or other agricultural products containing sugar, including fortified wines such as port, sherry and champagne.

V. "Unrestricted" means a liquor license that allows the holder to sell any type of liquor. (Ord. 1479, 2016; Ord. 1365, 2012)

#### **5.08.030 Classes of Liquor Licenses**

The following licenses may be issued to qualified applicants:

A. Intoxicating Liquor Producer License. This license allows for the production of wine, beer or any other intoxicating liquor for sale to a wholesaler or retailer. This license also allows for sale of the beverage in a tasting room or restaurant associated with the producer.

B. Wholesale Liquor License. This license allows the holder of the license to import and distribute liquor as it is originally packaged for retail to another licensed wholesaler or retailer.

C. Packaged Retail Liquor License. This license allows for the retail sale of liquor at a commercial establishment. The liquor cannot be consumed on the premises unless it is as a wine or beer tasting with no more than ten per year.

D. On-Site Retail Liquor License. There are three categories of on-site licenses, and each site may have a restaurant or multiple restaurants:

(1) A Beer and Wine Liquor License.

(2) An Unrestricted License

(3) An Unrestricted License with more than three bars on the premises or adjacent premises.

(4) A Fraternal, Civic or Nonprofit Organization Liquor License. There are two categories: beer and wine only or unrestricted.

E. Caterer's Liquor License. This license allows for the sale or providing of intoxicating beverages in association with catering a special event. There are two classes of caterers' liquor licenses: beer and wine only or unrestricted.

F. Special Events Liquor License: Profit or Fraternal, Civic or Nonprofit

Organization.

This license allows for the sale or providing of intoxicating beverages in association with a special event, which may include live entertainment subject to approval by the community development department, health department, fire department, and sheriff. Included in this is a special event that will be held outside the premises covered by a liquor license holder.

(1) This license may be obtained by a person, business, organization or other such entity at least seven working days before the event.

(2) No more than twelve special event liquor licenses per year may be obtained by a person, business organization or other entity or a person associated with them. All twelve licenses may be obtained at one time if the dates for the special events are known. There can be no refund for events that are cancelled. To change a previously scheduled date, a new fee must be paid.

(3) The twelve special event liquor licenses per year limit does not apply to a licensee holding an unrestricted license with three or more bars.

(4) The sheriff may issue special event liquor licenses without Board approval, subject to all conditions deemed appropriate by the sheriff. The sheriff may refuse or revoke any special event liquor license at any time if the sheriff determines that continued operation of the event unreasonably disturbs the peace and quiet of any person or persons or neighborhood.

The licenses required under Section 5.08 shall be in addition to any other licenses required of any person or business by Douglas County, the State of Nevada or any other government entity. (Ord. 1479, 2016; Ord. 1365, 2012)

#### **5.08.040 Live Entertainment Endorsement**

All live entertainment endorsements must be approved by the Board.

A. Any person or entity holding a liquor license may present live entertainment within the confines of a building associated with a liquor license at any time upon completing a supplemental application and paying the applicable live entertainment endorsement fee as set by the Board. The application must be reviewed by the community development department, health department and fire department before submission to the Board.

B. Any person or entity holding a liquor license who wants to offer live entertainment that is held outside the confines of a building associated with a liquor license must apply for a Special Events Liquor License under Section 5.08.030(F), and is subject to all applicable conditions and limitations of the license.

C. Pursuant to the provisions set forth in 5.08.100, any live entertainment endorsement may be suspended, revoked or otherwise conditioned by the Board if it appears that the live entertainment unreasonably disturbs the peace and quiet of any person or persons or neighborhood. The sheriff, pursuant to the provisions of 5.08.110, may temporarily suspend a live entertainment endorsement. (Ord. 1479, 2016; Ord. 1365, 2012)

#### **5.08.050 Application for a Liquor License**

A. Every application for a liquor license shall be filed with the Sheriff on a form approved by the Board. The application must be reviewed and approved by the community development department, the fire department and any other governmental entity that regulates businesses in the County. The application must be completed in its' entirety before submission and made under the penalty of perjury. The Board shall, by resolution, set the fees to be charged for a license application. The application fees are non-refundable and are in addition to fingerprint fees and any quarterly license fees. No fees may be waived

B. The application must include the name and address of the applicant(s) including the names and address of all persons having an interest of fifteen percent or more in the business to be licensed.

C. If the applicant is a corporation, association or other such legal entity, the application shall be made in the name of the general manager or equivalent position who will be actively engaged in the management of the business for which the liquor license is being sought. The application must also list the names and address of all officers, directors or stockholders holding more than fifteen percent (15%) of issued stock. The application must be verified by its president or chief executive officer seeking the license. If the applicant will not be involved in the daily oversight of the liquor sales, then the applicant must list a minimum of one key employee who must be submit a supplemental application.

D. The sheriff shall fingerprint the applicant(s) and submit those prints for evaluation. The applicant is responsible for any fees associated with the fingerprinting or analysis.

E. The sheriff shall not accept an application that is not complete. An application that is pending a certificate of occupancy or pending sale shall be deemed a complete application. Upon receipt of a completed application, the sheriff shall investigate the proposed place of business, the background of the person(s) who will be licensed any other any factors which will give the Board the necessary information to consider the application. The sheriff has 60 days from submission of a completed application to evaluate it and bring it before the Board for a hearing. The sheriff shall prepare a summary of whether the applicant meets the criteria for being granted a liquor license but shall not make a recommendation. If additional time is requested, a written notice shall be brought before the Board for consideration.

F. The applicant may sign a waiver of personal notice that is required by Chapter 241 of the Nevada Revised Statutes, but shall be present at the hearing.

G. The applications are considered public records and are not deemed confidential. (Ord. 1365, 2012)

#### **5.08.060 Consideration of Liquor License Application**

A. Once a completed liquor license application has been submitted to the sheriff's

office and they have concluded their investigation, the application shall be brought before a regular or special meeting of the Liquor Board for consideration. Prior to the meeting, the sheriff shall publish a notice for two successive weeks in the Record Courier or Tahoe Tribune newspapers, that the application will be considered at the next regular or special meeting of the liquor board.

B. A majority of the members of the liquor board shall constitute a quorum. A majority vote of the members present shall be necessary to authorize the issuance of any license. The application may be placed on the consent calendar of the Board unless the report from the sheriff's office states that the applicant does not meet the standards for being granted a liquor license or the matter is pulled off the consent calendar by a member of the Board, the sheriff, the district attorney, the applicant or a member of the public who is in attendance at the meeting.

C. At the time the item is heard, the applicant may appear, present and question witnesses and sheriff's office representatives. The applicant may have counsel.

D. The Board shall receive all relevant evidence concerning the application, including but not limited to prior criminal history, prior and current tax issues, previous or past liquor or gaming licenses and any untruthfulness or material misstatements. The Board shall make their decision to deny or grant the application based on a preponderance of the evidence.

E. If the application is denied, the Chairman of the Board shall sign a written notice of findings prepared by the district attorney within ten working days of the hearing. The written notice is considered a final decision for the purposes of judicial review. Upon denial of an application by the liquor board, a request for reconsideration may not be resubmitted for one year unless, at the time of the denial, a majority of the board agrees to a lesser time restriction. All fees required by this Chapter shall be resubmitted if there is a request for reconsideration.

F. If the application is approved by the Board, the applicant shall, before making any liquor sales and within two working days of the license being granted, pay the full quarterly fee associated with the license. If the structure that will be the premises for the liquor license has not yet been completed, the Board may issue the license subject to a certificate of occupancy being issued within 120 days.

G. In approving an application, the Board has the authority to impose conditions on the license which includes but is not limited to issuing a limited license or imposing other restrictions and conditions as the Board deems necessary. (Ord. 1365, 2012

#### **5.08.070 Payment of Liquor License Fees**

A. Liquor license fees shall be paid quarterly. Quarterly fees are due no later than the fifth day of the first month of the new quarter. Any fees paid after the fifth day must also pay a late fee in an amount to be set by the Board.

B. It shall be grounds for the immediate suspension of the liquor license if the full fees are not paid within 25 days of the due date. The Sheriff is authorized to



immediately suspend the license, and set the matter for a revocation hearing before the next Board meeting.

C. Past due license fees shall be deemed a debt owed to the County and shall be grounds for the issuance of a lien or any other action necessary to recover the fees. (Ord. 1365, 2012)

#### **5.08.080 License Restrictions**

All liquor license holders must adhere to and follow the Douglas County Code, the Nevada Revised Statutes and any applicable Federal regulations.

A. A golf course that has obtained a liquor license is entitled to provide mobile beverage cart service only within the boundaries of the golf course. Mobile beverage cart shall be deemed as one separate bar regardless of the number of carts.

B. Any person or entity holding a liquor license may temporarily suspend the license for up to two quarters per calendar year without penalty and without full payment for those quarters. The suspended rate shall be set by the Board.

C. Any liquor license that is inactive for more than two quarters per calendar year shall be deemed terminated and the holder(s) must reapply if they wish to be considered for another liquor license.

D. No license granted under the provisions of this chapter may be transferred by the licensee to any other person except as provided in section 5.08.090. If the licensee ceases to operate the licensed business, or if the license is revoked, there shall be no refund of any fees.

E. All liquor licenses must be posted in a conspicuous location that is accessible by members of the public. All liquor license holders must open their premises for inspection, upon demand, to any on-duty member of the sheriff's office, fire department or other county or state entity.

F. The liquor board may issue a special events liquor license in any county-owned park, recreational facility or other county property upon approval of the Parks Department.

G. A licensee holding an On-Site Retail Liquor License, other than a Fraternal, Civic or Nonprofit Organization, may sell and dispense draught beers and ales into glass or ceramic containers for consumption off premises. The containers must be 64 fluid ounces and have a tightly fitted cap that is sealed as so to identify if the cap has been opened. This provision does not include keg sales. (Ord. 1365, 2012)

#### **5.08.090 Transfer of Name on Liquor License or Sale of Business**

A. Any business, corporation or other such entity may, within ten working days, transfer the name on the liquor license if the current holder is no longer associated with the business. The new person to hold the license must complete an application, be fingerprinted and pay all applicable fees before submission to the Board for consideration. The business may continue to sell liquor pending approval by the Board

unless the sheriff's office determines that the proposed licensee has a significant criminal record. If the sheriff makes such a finding, then the sheriff may immediately suspend liquor sales at the location until a suitable licensee candidate has applied. In no event, may a business operate without an approved licensee for more than 60 days.

B. If the premises for which a liquor license has been issued are sold or leased, the new owner or lessee has five working days, from the date the sale or lease became effective, to submit a completed application for a liquor license to the sheriff's office. If the sheriff's office determines, prior to submitting the application to the Board for review, that the proposed licensee has a significant criminal record, then the sheriff has the absolute authority to stop liquor sales at that location pending review of the application by the Board.

C. Change of location. A new liquor license is required for a change of location for the liquor license holder. (Ord. 1365, 2012)

#### **5.08.100 Prohibited Activities**

A. The following activities are prohibited:

1. Furnishing or selling liquor to a person under the age of 21.
2. Furnishing or selling liquor without the proper liquor license.
3. Failure to pay the quarterly liquor license fee when due.
4. Employing a person under the age of 21 years to distribute or sell liquor for consumption on or off the premises.
5. Any violation of this Chapter, state or federal law or of the terms and conditions of a license or of any condition imposed by the Liquor Board.
6. Making an untruthful statement or making a material misrepresentation in applying for a liquor license or in any oral or written statement to the sheriff or Board in connection with the license.
7. Failure to pay county, state or federal taxes or other fees. (Ord. 1365, 2012)

#### **5.08.110 Suspension or Revocation of Liquor License**

The Board reserves the right to suspend, revoke or place conditions, including civil penalties of up to \$2500.00 on any liquor license it has granted based on finding of a violation of this Chapter by the licensee.

A. The Board shall, upon the written request of the sheriff or district attorney, shall hear within twenty working days, the alleged violation.

B. The sheriff's office shall personally serve the license holder with written notice of the hearing in accord with Nevada Revised Statutes Chapter 241, Open Meeting Law. If the licensee cannot be located or is avoiding service, it shall suffice that a registered letter be sent to the address of the license holder at least 15 days before the date of the hearing. Service shall be deemed complete upon the date of mailing.

C. The sheriff's office shall investigate the alleged violation and shall create a report for the Board detailing the investigation. The investigation shall state whether the allegations are sustained but shall not make a recommendation as to the appropriate penalty.

D. At the hearing, the standard for sustaining a violation shall be a preponderance of the evidence. The Board shall have a sheriff's office representative report their findings. The district attorney or his representative shall have the opportunity to question the sheriff's office followed by the licensee or their counsel.

E. The district attorney's office shall then have the opportunity to present additional witnesses which can be questioned by the licensee or his counsel. When there are no more witnesses on behalf of the district attorney's office, then the licensee or his counsel may make statements or present witnesses. Those witnesses may be examined by the district attorney's office.

F. Upon conclusion of the witnesses, public comment shall be allowed. Then the district attorney and the licensee or his counsel may make a four minute closing summation. The Board may then question the district attorney or the licensee or their counsel.

G. Once the evidence has been closed, the Board will deliberate in open and make a decision. The Board may consider, in their deliberations, the seriousness of the offense, the history of the licensee, and any other relevant factors. The Board will make an oral finding which must be supported by a majority of the Board members present.

H. The licensee must immediately comply with the findings of the Board including the payment of any fine within five working days of the decision.

I. The district attorney shall prepare a written notice of findings to be signed by the Chairman within five working days of the hearing. The notice will be filed with the county clerk and will be attached the minutes from the hearing. The written notice is considered a final decision for the purposes of judicial review.

J. If a liquor license is revoked under the provisions of this chapter, that person cannot reapply for a liquor license for three years from the date of the hearing on the revocation. (Ord. 1365, 2012)

#### **5.08.120 Emergency Suspension**

Notwithstanding any of the provisions of this chapter, the licensee accepts their license, subject to emergency suspension by the sheriff, without notice, following a determination by the sheriff that continued operation of the licensed premises constitutes a clear and immediate threat to the safety and peace of the residents of Douglas County. The suspension shall remain in effect for a maximum of thirty days or until the next regular scheduled meeting of the liquor board provided that notice can be given in accord with 5.08.100(B). (Ord. 1365, 2012)

**5.08.130 Criminal Penalties**

In addition to any action taken against a liquor license by the Board, the licensee is also subject to criminal prosecution for a misdemeanor for violating the provisions of this Chapter. There shall be no criminal prosecution for failure to pay the quarterly fees. (Ord. 1365, 2012)

# **Douglas County Codes**

## **Gaming**

### **5.04 Gambling Establishments**

#### **5.04.010 Licenses required**

#### **5.04.015 Approval of location**

#### **5.04.020 Licenses and fees**

#### **5.04.025 Special events licenses**

#### **5.04.030 License--Refusal to grant**

#### **5.04.035 New application**

#### **5.04.040 License--Penalty for violation**

#### **5.04.050 Definitions**

#### **5.04.070 Sheriff duties**

#### **5.04.090 Grounds for revocation**

#### **5.04.110 Penalty for violations**

#### **5.04.010 Licenses required**

A. It is unlawful for any person, either as owner, lessee or employee, whether for hire or not, either solely or in conjunction with others, without having first procured and thereafter maintaining in effect, a license from the Douglas County license board and paying a license tax therefor to the county:

1. To deal, operate, carry on, conduct, maintain or expose for play in Douglas County, Nevada, any game or slot machine or any horserace book or sports pool;
2. To provide or maintain any information service the primary purpose of which is to aid the playing or making of wagers or events of any kind; or
3. To receive, directly or indirectly, any compensation or reward or any percentage or share of the money or property played, for keeping, running or carrying on any game, slot machine, horserace book or sports pool.

B. The board may impose any conditions it deems appropriate when issuing a license and the conditions may include limiting the number of gambling games, slot machines or gaming devices approved under any license or limiting the locations of any such gambling games, slot machines or gaming devices. (Ord. 430 §1 (part), 1985; Ord. 91 §1, 1952)

#### **5.04.015 Approval of location**

Any person who is licensed by the license board and who owns any gambling game, slot machine or gaming device, must, by separate action of the board receive approval for the location or locations of any gambling game, slot machine or gaming device in the county. (Ord. 430 §1 (part), 1985)

#### **5.04.020 Licenses and fees**

All license taxes required by this chapter shall be payable quarterly, in advance, in accordance with the following schedule:

A. Each licensee operating two hundred fifty or more slot machine gaming devices shall pay for each machine operated, twenty dollars per quarter, or fraction thereof.

B. Each licensee operating less than two hundred fifty slot machine gaming devices shall pay for each machine operated, eight dollars per quarter, or fraction thereof.

C. For all other games operated, the licensee shall pay for each game operated, two hundred dollars per quarter, or fraction thereof. (Ord. 337 §1, 1980; Ord. 288 §1, 1978; Ord. 230 §1, 1975; Ord. 194 (part), 1972; Ord. 91 §2, 1952)

#### **5.04.025 Special events licenses**

A. As used in this section, special events refers to periods during which the influx of tourist activity to this state, or any area thereof, may require additional industry accommodation as determined by the license board of Douglas County.

B. Any licensee holding a valid license pursuant to this chapter may apply to the license board, on application forms prescribed by that board, for a special events permit for the purpose of increasing the licensee's table gaming operations during special event periods.

C. The application shall be filed with the license board at least fourteen days prior to the date when the table games are to be added.

D. If the license board approves the application, it shall issue to the licensee a permit to operate additional table games, not to exceed fifty percent of the number of table games operated by the licensee in the quarter in which the special event is to take place. The permit shall state the period for which it is issued and the number of table games to be allowed. For the purposes of computing any number or fee, any fractional table game shall be counted as one table game. The licensee shall present the permit on the demand of any inspecting agent of the license board.

E. Before issuing any permit pursuant to this section, the license board shall charge and collect the license fee of one third of the fee due for the quarter for each table game operated during the special event. These fees shall be in lieu of the fees required pursuant to section 5.04.020.

F. A permit may not be issued to any licensee for more than forty cumulative days during any calendar year, or for a period longer than ten days during any calendar quarter year. Any table gaming operation operated greater than ten days during any calendar year shall require the licensee to pay the full quarter's fees due and owing pursuant to section 5.04.020. The ten-day period during a calendar quarter year may be consecutive or divided into two lesser periods. For the purposes of computation, one day is equal to a twenty-four hour period.

G. If any additional table games authorized pursuant to a special events permit are not removed at the time the permit expires, the licensee shall immediately be subject to the fees provided for in section 5.04.020. (Ord. 399 §1, 1982)

#### **5.04.030 License--Refusal to grant**

The license board may refuse to grant a license to any applicant upon the following grounds:

- A. When, in the judgment of the board, the granting of the license may tend to create or constitute a public nuisance;
- B. When by granting of the license a disorderly house or place may be maintained;
- C. When the granting of the license may seriously and adversely affect the valuation of adjoining and contiguous property;
- D. When the board is satisfied that the applicant is not a fit and proper person to operate the game or device;
- E. When in the judgment of the board there are ample and sufficient licenses in the area or place for which the license is to be used to properly serve the area or place;
- F. The applicant is not in compliance with the conditions of a special use permit issued with a gaming district (GD) overlay, pursuant to chapter 20.685, if applicable.
- F. For any other good and sufficient reason. (Ord. 1319, 2010; Ord. 430 §1 (part), 1985; Ord. 91 §3, 1952)

#### **5.04.035 New application**

Any person who makes application for a license and is denied the issuance of same after a hearing on the application may not reapply for the license during a one-hundred-eighty-day period following the written decision by the License Board. The board's written decision is considered a final decision for the purposes of judicial review. (Ord. 1301, 2009; Ord. 430 §1 (part), 1985)

#### **5.04.040 License--Penalty for violation**

Any person, firm, association or corporation violating any of the provisions of sections 5.04.010 through 5.04.030 shall upon conviction thereof be punished as for a misdemeanor and, at the option of the board, the license of the violator or his employer may be suspended or revoked. (Ord. 91 §4, 1952)

#### **5.04.050 Definitions**

Whenever used in this chapter, unless the context otherwise requires:

- A. "Convicted" means a finding of guilt resulting from a plea of guilty, the decision of a court or magistrate or the verdict of a jury, irrespective of the pronouncement of judgment or the suspension thereof.
- B. An "employee" is anyone who receives a salary or receives a percentage of profits from the business establishment other than a licensee.
- C. "Employees of gambling houses" means any person employed by a gaming establishment and as further defined in NRS 463.0157. Gaming employee does not include cocktail waitresses or other persons engaged exclusively in preparing or serving food or beverages.
- D. "Game" or "gambling game" means any banking or percentage game played with cards, dice or any mechanical electromechanical or electronic device or machine for money, property, checks, credit or any representative of value, including, without limiting the generality of the foregoing, faro, monte, roulette, keno, bingo, fan-tan, twenty-one, blackjack, seven-and-a-half, big injun, klondike, craps, poker, chuck-a-luck, Chinese chuck-a-luck (dai shu), panguingui, slot machine, or any other game or device approved by the commission, but does not include social games played solely for drink, or cigars or cigarettes served individually, or games played in private homes or residences for prizes or games operated by charitable or educational organizations which are approved by the State Gaming Control Board pursuant to the provisions of NRS 463.409.

E. "Gaming device" means any mechanical, electromechanical or electronic contrivance, component or machine used in connection with gaming or any game which affects the result of a wager by determining win or loss. The term includes a system for processing information which can alter the normal criteria of random selection, which affects the operation of any game or which determines the outcome of a game. The term does not include a system or device which affects a game solely by stopping its operation so that the outcome remains undetermined.

F. "License" means any license which authorizes the person named therein to engage in gaming or pari-mutuel wagering.

G. "License board" or "board" means the Douglas County license board as composed of the board of commissioners and the sheriff of Douglas County, Nevada.

H. "Licensees" include all persons whose names are required to be stated in the applications for gambling licenses as specified in applicable ordinances of the county and statutes of the state.

I. "Person" means any association, corporation, firm, partnership, trust or other form of business association as well as a natural person.

J. "Premises" means the total grounds, including all unimproved property as well as all buildings located at the area designated in the license issued by the appropriate authority to carry on the designated type of business. (Ord. 1301, 2009; Ord. 1168, 2006; Ord. 1060, 2004; Ord. 430 §1 (part), 1985; Ord. 216 §1, 1974)

#### **5.04.070 Sheriff duties**

It shall be the duty of the Douglas County sheriff:

A. To take the thumbprint and fingerprints of all applicants and to send a copy of those thumbprints and fingerprints to the appropriate criminal history repository, and to the Federal Bureau of Investigation, pursuant to NRS 239B.010, for a national background check, with the request that all information as to the previous record, if any, of the applicant be transmitted to the State Gaming Control Board, Enforcement Division. The information, if any, shall be treated as confidential and shall only be made accessible to the State Gaming Control Board;

B. To institute, through the proper authorities, proceedings, actions and prosecutions for the enforcement of the provisions of this chapter relating to the penalties, liabilities and punishment of persons for refusal or neglect to comply with the provisions of this chapter. (Ord. 1301, 2009; Ord. 1259, 2008; Ord. 1168, 2006; Ord. 1060, 2004; Ord. 523, 1990; Ord. 216 §3, 1974)

#### **5.04.090 Grounds for revocation**

Any gaming license issued under the provisions of this chapter may be revoked by the licensing board by giving written notice to the holder thereof, when it appears to the satisfaction of the majority of the members of the board that:

A. The licensee has, subsequent to the issuance of the gaming license, been convicted of an offense of a nature to cause a majority of the board to conclude that the licensee is no longer a suitable or qualified person to hold a gaming license under the provisions of this chapter in the county;

B. The licensee has made any false statement in an application for a license;

C. The licensee has refused or neglected to comply with any of the provisions of this chapter;

D. The licensee has repeatedly allowed minors in any area on the premises where gambling or banking games of any kind or nature are operated, installed, or set up for the use of the general public;

E. The licensee has failed to clearly disclose any information in his or her application that may serve to disqualify the applicant from being issued an employment certificate under the provisions of section 5.04.0a gaming license;

F. The licensee is in violation of NRS chapter 463. (Ord 1301, 2009; Ord. 1168, 2006; Ord. 1060, 2004; Ord. 216 §6, 1974)



**5.04.110 Penalty for violations**

Any person violating or failing to comply with any of the provisions of this chapter shall upon conviction be punished by a fine in any sum of less than one thousand dollars, or by imprisonment not exceeding six months in the county jail or by both fine and imprisonment. (Ord 1301, 2009; Ord. 1168, 2006; Ord. 126 §9, 1974)